



CITY OF SOLANA BEACH

SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY, PUBLIC FINANCING AUTHORITY, & HOUSING AUTHORITY

AGENDA

Joint REGULAR Meeting

Wednesday, April 10, 2024 * 6:00 p.m.

City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

- City Council meetings are video recorded and archived as a permanent record. The [video](#) recording captures the complete proceedings of the meeting and is available for viewing on the City's website.
- Posted Reports & Supplemental Docs contain records up to the cut off time prior to meetings for processing new submittals. Complete records containing meeting handouts, PowerPoints, etc. can be obtained through a [Records Request](#).



PUBLIC MEETING ACCESS

The Regular Meetings of the City Council are scheduled for the 2nd and 4th Wednesdays and are broadcast live. The video taping of meetings are maintained as a permanent record and contain a detailed account of the proceedings. Council meeting tapings are archived and available for viewing on the City's [Public Meetings](#) webpage.

WATCH THE MEETING

- Live web-streaming: Meetings web-stream live on the City's website on the City's [Public Meetings](#) webpage. Find the large Live Meeting button.
- Live Broadcast on Local Govt. Channel: Meetings are broadcast live on Cox Communications - Channel 19 / Spectrum (Time Warner)-Channel 24 / AT&T U-verse Channel 99.
- Archived videos online: The video taping of meetings are maintained as a permanent record and contain a detailed account of the proceedings. Council meeting tapings are archived and available for viewing on the City's [Public Meetings](#) webpage.

AGENDA MATERIALS

A full City Council agenda packet including relative supporting documentation is available at City Hall, the Solana Beach Branch [Library](#) (157 Stevens Ave.), La Colonia Community Ctr., and online www.cityofsolanabeach.org. Agendas are posted at least 72 hours prior to regular meetings and at least 24 hours prior to special meetings. Writings and documents regarding an agenda of an open session meeting, [received](#) after the official posting, and distributed to the Council for consideration, will be made available for public viewing at the same time. In addition, items received at least 1 hour 30 minutes prior to the meeting time will be uploaded online with the agenda posting. Materials submitted for consideration should be forwarded to the [City Clerk's department](#) 858-720-2400. The designated location for viewing of hard copies is the City Clerk's office at City Hall during normal business hours.

PUBLIC COMMENTS

Written correspondence (supplemental items) regarding an agenda item at an open session meeting should be submitted to the City Clerk's Office at clerkoffice@cosb.org with a) Subject line to include the meeting date b) Include the Agenda Item # as listed on the Agenda.

- Correspondence received after the official posting of the agenda, but two hours prior to the meeting start time, on the meeting day, will be distributed to Council and made available online along with the agenda posting. All submittals received before the start of the meeting will be made part of the record.
- Written submittals will be added to the record and not read out loud.

And/Or

Verbal Comment Participation:

Please submit a speaker slip to the City Clerk prior to the meeting, or the announcement of the Section/Item, to provide public comment. Allotted times for speaking are outlined on the speaker's slip for each agenda section: Oral Communications, Consent, Public Hearings and Staff Reports. Public speakers have 3 minutes each to speak on each topic. Time may be donated by another

individual who is present at the meeting to allow an individual up to 6 minutes to speak. Group: Time may be donated by two individuals who are present at the meeting allowing an individual up to 10 minutes to speak. Group Hearings: For public hearings only, time may be donated by two individuals who are present at the meeting allowing an individual up to 15 minutes to speak.

SPECIAL ASSISTANCE NEEDED

In compliance with the Americans with Disabilities Act of 1990, persons with a disability may request an agenda in appropriate alternative formats as required by Section 202. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to the [City Clerk's office](#) (858) 720-2400 at least 72 hours prior to the meeting.

As a courtesy to all meeting attendees, please set all electronic devices to silent mode and engage in conversations outside the Council Chambers.

<u>CITY COUNCILMEMBERS</u>		
Lesa Heebner Mayor		
Jewel Edson Deputy Mayor / Councilmember District 3		Kristi Becker Councilmember District 2
Jill MacDonald Councilmember District 4		David A. Zito Councilmember District 1

Daniel King
Interim City Manager

Johanna Canlas
City Attorney

Angela Ivey
City Clerk

SPEAKERS:

Please submit your speaker slip to the City Clerk prior to the meeting or the announcement of the Item. Allotted times for speaking are outlined on the speaker's slip for Oral Communications, Consent, Public Hearings and Staff Reports.

READING OF ORDINANCES AND RESOLUTIONS:

Pursuant to [Solana Beach Municipal Code](#) Section 2.04.460, at the time of introduction or adoption of an ordinance or adoption of a resolution, the same shall not be read in full unless after the reading of the title, further reading is requested by a member of the Council. If any Councilmember so requests, the ordinance or resolution shall be read in full. In the absence of such a request, this section shall constitute a waiver by the council of such reading.

CALL TO ORDER AND ROLL CALL:

CLOSED SESSION REPORT:

FLAG SALUTE:

APPROVAL OF AGENDA:

PROCLAMATIONS/CERTIFICATES: *Ceremonial*

None at the posting of this agenda

PRESENTATIONS: Ceremonial items that do not contain in-depth discussion and no action/direction.

None at the posting of this agenda

ORAL COMMUNICATIONS:

Comments relating to items on this evening's agenda are taken at the time the items are heard. This portion of the agenda provides an opportunity for members of the public to address the City Council on items relating to City business and not appearing on today's agenda by submitting a speaker slip (located on the back table) to the City Clerk. Pursuant to the Brown Act, no action shall be taken by the City Council on public comment items. Council may refer items to the City Manager for placement on a future agenda. The maximum time allotted for each presentation is THREE MINUTES. No donations of time are permitted (SBMC 2.04.190). Please be aware of the timer light on the Council Dais.

COUNCIL COMMUNITY ANNOUNCEMENTS / COMMENTARY:

An opportunity for City Council to make brief announcements or report on their activities. These items are not agendized for official City business with no action or substantive discussion.

A. CONSENT CALENDAR: (Action Items) (A.1. - A.8.)

Items listed on the Consent Calendar are to be acted in a single action of the City Council unless pulled for discussion. Any member of the public may address the City Council on an item of concern by submitting to the City Clerk a speaker slip (located on the back table) before the Consent Calendar is addressed. Those items removed from the Consent Calendar by a member of the Council will be trailed to the end of the agenda, while Consent Calendar items removed by the public will be heard immediately after approval of the Consent Calendar to hear the public speaker.

All speakers should refer to the public comment section at the beginning of the agenda for details. Please be aware of the timer light on the Council Dais.

A.1. Minutes of the City Council.

Recommendation: That the City Council

1. Approve the Minutes of the City Council meetings held on February 28, 2024, March 1, 2024, and March 2, 2024.

[Item A.1. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

A.2. Register Of Demands. (File 0300-30)

Recommendation: That the City Council

1. Ratify the list of demands for March 9, 2024 – March 22, 2024.

[Item A.2. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

A.3. General Fund Adopted Budget for Fiscal Year 2023/2024 Changes. (File 0330-30)

Recommendation: That the City Council

1. Receive the report listing changes made to the Fiscal Year 2023-2024 General Fund Adopted Budget.

[Item A.3. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

A.4. Citywide Janitorial Services. (File 0700-20)

Recommendation: That the City Council

1. Adopt **Resolution 2024-035**:
 - a. Authorizing the City Manager to execute a one-year Professional Services Agreement with California Office Cleaning, Inc., in the amount not to exceed \$127,880, for Citywide janitorial services.
 - b. Authorizing the City Manager to extend the agreement for up to four additional years at the City's option in an amount not to exceed \$127,880 per year.

[Item A.4. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

A.5. City-Wide Tree Care and Maintenance Services. (File 0820-25)

Recommendation: That the City Council

1. Adopt **Resolution 2024-030**:
 - a. Authorizing the City Manager to execute a one-year Professional Services Agreement with West Coast Arborists, in the amount not to exceed \$75,000, for on-call, as-needed City-wide tree trimming and maintenance.
 - b. Authorizing the City Manager to extend the agreement for up to four additional one-year terms at the City's option in an amount not to exceed \$75,000 per year.
 - c. Authorizing the City Treasurer to amend the FY 2024/25 Adopted Budget accordingly.

[Item A.5. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

A.6. Solid Waste Rate Review. (File 1030-15)

Recommendation: That the City Council

1. Adopt **Resolution 2024-040** setting the Solid Waste Rate Review Public Hearing protest vote for June 12, 2024.

[Item A.6. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

A.7. Handyman Services for On-Call, As-Needed Repair Services. (File 0700-25)

Recommendation: That the City Council

1. Adopt **Resolution 2024-031**:
 - a. Authorizing the City Manager to execute a Professional Services Agreement, with Lalley Construction, for a not to exceed amount of \$25,000, for on-call, as-needed repair services for Fiscal Year 2024/25.
 - b. Authorizing the City Manager to execute a Professional Services Agreement, with Real Estate for a not to exceed amount of \$55,000, for on-call, as-needed repair services for Fiscal Year 2024/25 only, and \$50,000 in each subsequent year.
 - c. Authorizing the City Manager to extend the agreements for up to four additional years at the City's option in an amount not to exceed \$25,000 per year with Lalley Construction, and \$50,000 per year with Real Estate Consulting and Services, Inc.
 - d. Appropriating \$55,000 from the General Fund, Undesignated Reserves to the Public Facilities Maintenance, Professional Services Operating Budget.
 - e. Authorizing the City Treasurer to amend the Fiscal Year 2024/25 Adopted Budget accordingly.

[Item A.7. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

A.8. Elevator Maintenance Services and Modernization. (File 0710-35)

Recommendation: That the City Council

1. Adopt **Resolution 2024-033**:

- a. Authorizing the City Manager to award a construction contract to 24 Hour Elevator Inc., in the amount of \$89,800, and a contingency amount of \$8,980, for a total, not to exceed amount of \$98,780 for FY 2024/25 for elevator modernization upgrades.
- b. Authorizing the City Manager to approve cumulative change orders up to the construction contingency amount.
- c. Authorizing the City Manager to execute a Professional Services Agreement with 24 Hour Elevator, Inc., in the amount not to exceed \$4,833.76 for FY 2024/25, \$4,950.40 for FY 2025/26, \$5,072.92 for FY 2026/27, \$5,201.68 for FY 2027/28, \$5,336.80 for FY 2028/29 for monthly inspections, and for on-call, as-needed services.
- d. Authorizing the City Treasurer to amend the FY 2024/25 Adopted Budget accordingly.

[Item A.8. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

NOTE: The City Council shall not begin a new agenda item after 10:30 p.m. unless approved by a unanimous vote of all members present. (SBMC 2.04.070)

B. PUBLIC HEARINGS: (B.1.)

This portion of the agenda provides citizens an opportunity to express their views on a specific issue as required by law after proper noticing by submitting a speaker slip (located on the back table) to the City Clerk. After considering all of the evidence, including written materials and oral testimony, the City Council must make a decision supported by findings and the findings must be supported by substantial evidence in the record. An applicant or designee(s) for a private development/business project, for which the public hearing is being held, is allotted a total of fifteen minutes to speak, as per SBMC 2.04.210. A portion of the fifteen minutes may be saved to respond to those who speak in opposition. *All other speakers should refer to the public comment section at the beginning of the agenda for time allotment.* Please be aware of the timer light on the Council Dais.

B.1. Public Hearing: 455 Glencrest Drive; Case #: DRP23-002, SDP23-004; Applicant: Nick Marier; APN: 263-270-40. (File 0600-40)

Recommendation: That the City Council

1. Adopt **Resolution 2024-036** conditionally approving a Development Review Permit (DRP) and Structural Development Permit (SDP) for an interior remodel and addition including a new second story at 455 Glencrest Dr.

[Item B.1. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

C. STAFF REPORTS: (C.1. – C.2.)

Submit speaker slips to the City Clerk.

All speakers should refer to the public comment section at the beginning of the agenda for time allotments. Please be aware of the timer light on the Council Dais.

C.1. Citizen Commission Appointments. (File 0120-06)

Recommendation: That the City Council

1. Appoint one (1) member to the Climate Action Commission nominated/appointed by *Council-at-large* for a two-year term.
2. Appoint one (1) member to the Parks and Recreation Commission nominated/appointed by *Council-at-large* for a one-year term.

[Item C.1. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

C.2. Mid-Year Budget Adjustments for Fiscal Year 2024. (File 0330-30)

Recommendation: That the City Council

1. Adopt **Resolution 2024-039:**
 - a. Approving revised appropriations in the FY 2024 Adopted Budget.
 - b. Authorize the City Treasurer to amend the FY 2024 Adopted Budget accordingly.

[Item C.2. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

WORK PLAN COMMENTS:

Adopted June 28, 2023

COMPENSATION & REIMBURSEMENT DISCLOSURE:

GC: Article 2.3. Compensation: 53232.3. (a) Reimbursable expenses shall include, but not be limited to, meals, lodging, and travel. 53232.3 (d) Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency "City" at the next regular meeting of the legislative body.

COUNCIL COMMITTEE REPORTS: [Council Committees](#)

REGIONAL COMMITTEES: (outside agencies, appointed by this Council)

- a. City Selection Committee (meets twice a year) Primary-Heebner, Alternate-Edson
- b. Clean Energy Alliance (CEA) JPA: Primary-Becker, Alternate-Zito
- c. County Service Area 17: Primary-MacDonald, Alternate-Edson
- d. Escondido Creek Watershed Authority: Becker / Staff (no alternate).
- e. League of Ca. Cities' San Diego County Executive Committee: Primary-MacDonald, Alternate-Becker. Subcommittees determined by its members.
- f. League of Ca. Cities' Local Legislative Committee: Primary-MacDonald, Alternate-Becker

- g. League of Ca. Cities' Coastal Cities Issues Group (CCIG): Primary-MacDonald, Alternate-Becker
- h. North County Dispatch JPA: Primary-MacDonald, Alternate-Becker
- i. North County Transit District: Primary-Edson, Alternate-MacDonald
- j. Regional Solid Waste Association (RSWA): Primary-Zito, Alternate-MacDonald
- k. SANDAG: Primary-Heebner, 1st Alternate-Zito, 2nd Alternate-Edson. Subcommittees determined by its members.
- l. SANDAG Shoreline Preservation Committee: Primary-Becker, Alternate-Zito
- m. San Dieguito River Valley JPA: Primary-MacDonald, Alternate-Becker
- n. San Elijo JPA: Primary-Zito, Primary-Becker, Alternate-City Manager
- o. 22nd Agricultural District Association Community Relations Committee: Primary-Edson, Primary?-Heebner

STANDING COMMITTEES: (All Primary Members) (Permanent Committees)

- a. Business Liaison Committee – Zito, Edson
- b. Fire Dept. Management Governance & Organizational Evaluation – Edson, MacDonald
- c. Highway 101 / Cedros Ave. Development Committee – Heebner, Edson
- d. Parks and Recreation Committee – Zito, Edson
- e. Public Arts Committee – Edson, Heebner
- f. School Relations Committee – Becker, MacDonald
- g. Solana Beach-Del Mar Relations Committee – Heebner, Edson

CITIZEN COMMISSION(S)

- a. Climate Action Commission – Zito, Becker

ADJOURN:

Next Regularly Scheduled Meeting is *April 27, 2024*

Always refer to the City's website Event Calendar for an updated schedule or contact City Hall. www.cityofsolanabeach.org 858-720-2400

AFFIDAVIT OF POSTING

STATE OF CALIFORNIA }
 COUNTY OF SAN DIEGO } §
 CITY OF SOLANA BEACH }

I, Angela Ivey, City Clerk of the City of Solana Beach, do hereby certify that this Agenda for the April 10, 2024 Council Meeting was called by City Council, Successor Agency to the Redevelopment Agency, Public Financing Authority, and the Housing Authority of the City of Solana Beach, California, was provided and posted on April 3, 2024 at 3:30 p.m. on the City Bulletin Board at the entrance to the City Council Chambers. Said meeting is held at 6:00 p.m., April 10, 2024, in the Council Chambers, at City Hall, 635 S. Highway 101, Solana Beach, California.

Angela Ivey, City Clerk
 City of Solana Beach, CA

UPCOMING CITIZEN CITY COMMISSION AND COMMITTEE MEETINGS:

Regularly Scheduled, or Special Meetings that have been announced, are posted on each Citizen Commission's Agenda webpage. See the [Citizen Commission's Agenda webpages](#) or the City's Events [Calendar](#) for updates.

- **Budget & Finance Commission**
- **Climate Action Commission**
- **Parks & Recreation Commission**
- **Public Arts Commission**
- **View Assessment Commission**

CITY OF SOLANA BEACH

SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT
AGENCY, PUBLIC FINANCING AUTHORITY, & HOUSING AUTHORITY



MINUTES

Joint Meeting - Closed Session

Wednesday, February 28, 2024 4:30 p.m.

City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

CITY COUNCILMEMBERS

Lesa Heebner

Mayor

Jewel Edson

Deputy Mayor / Councilmember District 3

Jill MacDonald

Councilmember District 4

Kristi Becker

Councilmember District 2

David A. Zito

Councilmember District 1

Daniel King

Interim City Manager

Johanna Canlas

City Attorney

Angela Ivey

City Clerk

CALL TO ORDER AND ROLL CALL:

Mayor Heebner called the meeting to order at 4:30 p.m.

Present: Lesa Heebner, Jewel Edson, Kristi Becker, Jill MacDonald, David A. Zito

Absent: None

Also Present: Daniel King, Interim City Manager
Johanna Canlas, City Attorney

PUBLIC COMMENT ON CLOSED SESSION ITEMS (ONLY): None

Report to Council Chambers and submit speaker slips to the City Clerk before the meeting recesses to closed session.

CLOSED SESSION:

1. PUBLIC EMPLOYEE

Pursuant to Government Code Section 54957

City Manager.

2. CONFERENCE WITH LEGAL COUNSEL – INITIATION OF LITIGATION

Pursuant to Government Code Section 54956.9(d)(4)

One (1) case

Action: No reportable action.

ADJOURN:

Mayor Heebner adjourned the meeting at 5:53 p.m.

Angela Ivey, City Clerk

Approved:

CITY OF SOLANA BEACH

SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY,
PUBLIC FINANCING AUTHORITY, & HOUSING AUTHORITY



MINUTES

Joint REGULAR Meeting
Wednesday, February 28, 2024 * 6:00 p.m.

City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

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CITY COUNCILMEMBERS

Lesa Heebner
Mayor

Jewel Edson
Deputy Mayor / Councilmember District 3

Kristi Becker
Councilmember District 2

Jill MacDonald
Councilmember District 4

David A. Zito
Councilmember District 1

Dan King
Interim City Manager

Johanna Canlas
City Attorney

Angela Ivey
City Clerk

CALL TO ORDER AND ROLL CALL:

Mayor Heebner called the meeting to order at 6:00 p.m.

Present: Lesa Heebner, Jewel Edson, Kristi Becker, Jill MacDonald, David A. Zito

Absent: None

Also Dan King, Interim City Manager

Present: Johanna Canlas, City Attorney
Angela Ivey, City Clerk
Mo Sammak, City Engineer/Public Works Dir.
Rachel Jacobs, Finance Dir.
Joseph Lim, Community Development Dir.

CLOSED SESSION REPORT: None

FLAG SALUTE:

APPROVAL OF AGENDA:

Motion: Moved by Councilmember Zito and second by Deputy Mayor Edson to approve.
Approved 5/0. Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

ORAL COMMUNICATIONS:

Comments relating to items on this evening's agenda are taken at the time the items are heard. This portion of the agenda provides an opportunity for members of the public to address the City Council on items relating to City business and not appearing on today's agenda by submitting a speaker slip (located on the back table) to the City Clerk. Pursuant to the Brown Act, no action shall be taken by the City Council on public comment items. Council may refer items to the City Manager for placement on a future agenda. The maximum time allotted for each presentation is THREE MINUTES. No donations of time are permitted (SBMC 2.04.190). Please be aware of the timer light on the Council Dais.

Nosratolla Forutan spoke about being harassed and stalked for the last four years at the place he and his wife rent and had reached out to various parties to help investigate but have made no progress, and that he must rely on elected officials and law enforcement for assistance.

COUNCIL COMMUNITY ANNOUNCEMENTS / COMMENTARY:

An opportunity for City Council to make brief announcements or report on their activities. These items are not agendized for official City business with no action or substantive discussion.

A. CONSENT CALENDAR: (Action Items) (A.1. - A.4.)

Items listed on the Consent Calendar are to be acted in a single action of the City Council unless pulled for discussion. Any member of the public may address the City Council on an item of concern by submitting to the City Clerk a speaker slip (located on the back table) before the Consent Calendar is addressed. Those items removed from the Consent Calendar by a member of the Council will be trailed to the end of the agenda, while Consent Calendar items removed by the public will be heard immediately after approval of the Consent Calendar to hear the public speaker.

All speakers should refer to the public comment section at the beginning of the agenda for details. Please be aware of the timer light on the Council Dais.

A.1. Minutes.

Recommendation: That the City Council

1. Approved the City Council Meetings' Minutes of January 24, 2024.

Approved Minutes <https://www.cityofsolanabeach.org/en/government/public-meetings/agendas-minutes-videos>

Motion: Moved by Councilmember Becker and second by Deputy Mayor Edson to approve. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

A.2. Register Of Demands. (File 0300-30)

Recommendation: That the City Council

1. Ratify the list of demands for January 27, 2024 – February 09, 2024.

[Item A.2. Report \(click here\)](#)

Motion: Moved by Councilmember Becker and second by Deputy Mayor Edson to approve. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

A.3. General Fund Adopted Budget for Fiscal Year 2023/2024 Changes. (File 0330-30)

Recommendation: That the City Council

1. Receive the report listing changes made to the Fiscal Year 2023-2024 General Fund Adopted Budget.

[Item A.3. Report \(click here\)](#)

Motion: Moved by Councilmember Becker and second by Deputy Mayor Edson to approve. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

A.4. Deferred Compensation Retirement Account for Active Employees with the California Public Employees Retirement System (CalPERS). (File 0520-50)

Recommendation: That the City Council

1. Adopt of **Resolution 2024-019** authorizing the establishment of an additional 457 Deferred Compensation Plan by approving the Adoption Agreement between the City and the California Public Employees Retirement System (CalPERS).

[Item A.4. Report \(click here\)](#)

Motion: Moved by Councilmember Becker and second by Deputy Mayor Edson to approve. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

B. PUBLIC HEARINGS: (B.1. – B.3.)

This portion of the agenda provides citizens an opportunity to express their views on a specific issue as required by law after proper noticing by submitting a speaker slip (located on the back table) to the City Clerk. After considering all of the evidence, including written materials and oral testimony, the City Council must make a decision supported by findings and the findings must be supported by substantial evidence in the record. An applicant or designee(s) for a private development/business project, for which the public hearing is being held, is allotted a total of fifteen minutes to speak, as per SBMC 2.04.210. A portion of the fifteen minutes may be saved to respond to those who speak in opposition. *All other speakers should refer to the public comment section at the beginning of the agenda for time allotment.* Please be aware of the timer light on the Council Dais.

B.1. Public Hearing: 512 Via de La Valle #102, Applicant: Brandon Rogers, Ranch 45, Case: CUP23-002, APN: 298-560-03. (File 0600-40)

The proposed project meets the minimum zoning requirements under the SBMC, may be found to be consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings required as discussed in this report to approve a CUP. Therefore, Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15301 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2024-011** conditionally approving a CUP to allow the sale of alcoholic beverages for off-site consumption at 512 Via de La Valle #102, Solana Beach.

[Item B.1. Report \(click here\)](#)

[Item B.1. Supplemental Docs \(updated 2-28-24 at 4:30pm\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

Dan King, Interim City Manager, introduced the item.

John Delmer, Assistant Planner, presented a PowerPoint (on file).

Mayor Heebner opened the public hearing.

Council disclosures.

Brandon Rogers, Executive Chef, spoke about the business hours requested for 7:00 a.m. to 7:00 p.m. was an oversight and they would request the closing hour be changed to 10:00 p.m. and that the ABC license did not have any time restrictions.

Council discussed parking, menu, and hours of operation.

Motion: Moved by Councilmember Becker and second by Deputy Mayor Edson to close the public hearing. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

Motion: Moved by Deputy Mayor Edson and second by Councilmember Zito to approve and change the closing hours from 7:00 p.m. to 10:00 p.m. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

B.2. Public Hearing: 504 S. Nardo, Applicant: Ocean Ranch Estates, Case DRP22-025; APN: 298-121-26. (File 0600-40)

The proposed project meets the minimum zoning requirements under the SBMC, may be found to be consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings required as discussed in this report to approve a DRP. Therefore, Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2024-002** conditionally approving the construction of new single-story single-family residence, with an attached garage, and perform associated site improvements at 504 South Nardo Avenue, Solana Beach.

[Item B.2. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

Councilmember Becker recused herself due to property ownership within 500 feet of the project.

Dan King, Interim City Manager, introduced the item.

Corey Andrews, Principal Planner, presented a PowerPoint (on file).

Mayor Heebner opened the public hearing.

Council disclosures.

Council and Staff discussed the fire access and a bond to secure the construction of the road if anything unforeseen happens to the project.

Nick Nicholas, Applicant, said that he did not have a presentation.

Motion: Moved by Councilmember Zito and second by Deputy Mayor Edson to approve. **Approved 4/0/1.** Ayes: Heebner, Edson, MacDonald, Zito. Noes: None. Absent: Becker. Motion carried.

B.3. Public Hearing: 411 N. Acacia, Applicant: Lenihan, Case DRP22-019, SDP22-017, APN: 263-052-07 (File 0600-40)

The proposed project meets the minimum zoning requirements under the SBMC, may be found to be consistent with the General Plan and may be found, as conditioned, to meet the discretionary findings required as discussed in this report to approve a DRP and SDP. Therefore, Staff recommends that the City Council:

1. Conduct the Public Hearing: Open the Public Hearing, Report Council Disclosures, Receive Public Testimony, and Close the Public Hearing.
2. Find the project exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and
3. If the City Council makes the requisite findings and approves the project, adopt **Resolution 2024-018** conditionally approving a DRP and SDP to construct a new 2,840 square foot, single-family residence with a subterranean basement and a detached garage and perform associated site improvements at 411 N. Acacia.

[Item B.3. Report \(click here\)](#)

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

Councilmember Zito stated that his property was within 1000 ft. and did not present a possible impact to his property and he could be fair and impartial.

Dan King, Interim City Manager, introduced the item.

Corey Andrews, Principal Planner, presented a PowerPoint (on file).

Mayor Heebner opened the public hearing.

Council disclosures.

Council and Staff discussed parking options among a tandem or side-by-side garage.

John Jensen, Architect, no presentation.

Patrick Lenihan, Applicant, said that he has a similar driveway down the street, so he is familiar with this driveway layout.

Motion: Moved by Councilmember Zito and second by Deputy Mayor Edson to close the public hearing. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

Council and Staff discussed the parking area for Tide Park being nearby and the drive could only operate one car at a time with the current design, requiring two parking spaces so that the cars could be pulled out independently, that the width is sufficient for side-by-side parking, and preserving 20 ft. for additional parking.

Motion: Moved by Councilmember Zito and second by Deputy Mayor Edson to reopen the public hearing. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

Council and Applicant discussed allocating 20" x 20" space in the back yard area for side-by-side parking.

Motion: Moved by Councilmember Zito and second by Deputy Mayor Edson to close the public hearing. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

Motion: Moved by Councilmember Zito and second by Deputy Mayor Edson to approve and that an additional 20" x 20" space be allocated for parking. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

C. STAFF REPORTS: (C.1. – C.2.)

Submit speaker slips to the City Clerk.

All speakers should refer to the public comment section at the beginning of the agenda for time allotments. Please be aware of the timer light on the Council Dais.

C.1. 1005 Highland, Applicant: Novak, DRP21-016, Landscape Plan, APN: 298-391-04. (File 0600-40)

Recommendation: That the City Council

The proposed landscape plan has been reviewed by the City's landscape architect, who has determined that the plans meet the minimum objective requirements of SBMC. Therefore, Staff recommends that the City Council:

1. Adopt **Resolution 2024-022** approving the proposed landscape plan for DRP21-016.

[Item C.1. Report \(click here\)](#)

Dan King, Interim City Manager, introduced the item.

Joe Lim, Community Development Dir., presented a PowerPoint (on file).

John Novak, Landscape Architect, spoke about moving some proposed trees back in the final proposal.

Dr. Juma presented a PowerPoint (on file) and said that his living quarter is on the second story with a unique view of the beach and race track, that the proposed tree modifications did not address his loss of view, that Solana Beach Municipal Code 17.68.04 subsection F states that trees and other large plantings shall not significantly impact views, and that he requests that the height of the tree within his view corridor not exceed 200 ft. above sea level.

Council and Applicant discussed that Dr. Juma had an agreement in 2011 with the former owner that the tree would be trimmed, and that Mr. Novak honored this tree trimming as seen in the 2019 picture.

John Novak stated that there was no agreement and there were no deed restrictions regarding tree trimming, that Dr. Juma had asked him to trim it and he has done as needed for the health of the tree but not cutting the top off for views.

Deputy Mayor Edson stated that on July 13, 2023 Council approved an SDP and DRP with the exception of bringing back the landscape plan due to concerns about tree heights affecting many neighbors, that the art studio height was approved at 205.4 msl (mean sea level) and that now the tree height would be less than the approved structure height, and that she could approve it if the height was 205.4 in height, and requested that Mr. Novak regularly lace the trees.

Council discussed the studio being one small area, that the trees affect a wide range of area, the exceeding growth of certain proposed trees, and that the SDP/DRP approval did not consider this larger area of tree growth.

Motion: Moved by Mayor Heebner and second by Councilmember MacDonald to approve. **Approved 4/0/1.** Ayes: Heebner, Becker, MacDonald, Zito. Noes: Edson. Motion carried.

C.2. This item was removed from the agenda.

C.3. Citizen Commission Appointments to 1) Public Arts Commission and 2) Parks and Recreation Commission. (File 0120-06) – added 02/22/24

1. Appoint one (1) member to the **Parks and Recreation** Commission nominated/appointed by *Council-at-large* for a two-year or one-year term.
2. Appoint one (1) member to the **Public Arts** Commission nominated/appointed by *Council-at-large* for a two-year term.

[Item C.3. Report \(click here\)](#)

CITY OF SOLANA BEACH

SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT
AGENCY, PUBLIC FINANCING AUTHORITY, & HOUSING AUTHORITY



MINUTES

Joint Meeting - Closed Session

Friday, March 1, 2024 1:15 p.m.

City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

CITY COUNCILMEMBERS

Lesa Heebner

Mayor

Jewel Edson

Deputy Mayor / Councilmember District 3

Jill MacDonald

Councilmember District 4

Kristi Becker

Councilmember District 2

David A. Zito

Councilmember District 1

Daniel King

Interim City Manager

Johanna Canlas

City Attorney

Angela Ivey

City Clerk

CALL TO ORDER AND ROLL CALL:

Mayor Heebner called the meeting to order at 1:15 p.m.

Present: Lesa Heebner, Jewel Edson, Kristi Becker, Jill MacDonald, David A. Zito

Absent: None

Also Present: Daniel King, Interim City Manager

Johanna Canlas, City Attorney

PUBLIC COMMENT ON CLOSED SESSION ITEMS (ONLY): None

Report to Council Chambers and submit speaker slips to the City Clerk before the meeting recesses to closed session.

CLOSED SESSION:

1. PUBLIC EMPLOYEE

Pursuant to Government Code Section 54957

City Manager.

Action: No reportable action.

ADJOURN:

Mayor Heebner adjourned the meeting at 6:05 p.m.

Angela Ivey, City Clerk

Approved:

Posted Reports & Supplemental Docs contain records up to the cut off time, prior to the start of the meeting, for processing new submittals. The final official record containing handouts, PowerPoints, etc. can be obtained through a Records Request to the City Clerk's Office.

Dan King, Interim City Manager, introduced the item.

Motion: Moved by Councilmember Becker and second by Deputy Mayor Edson to approve appointing Mariel Mayer to the Public Arts Commission and Roderick Stewart to the Parks and Recreation Commission. **Approved 5/0.** Ayes: Heebner, Edson, Becker, MacDonald, Zito. Noes: None. Motion carried unanimously.

COMPENSATION & REIMBURSEMENT DISCLOSURE: None

GC: Article 2.3. Compensation: 53232.3. (a) Reimbursable expenses shall include, but not be limited to, meals, lodging, and travel. 53232.3 (d) Members of a legislative body shall provide brief reports on meetings attended at the expense of the local agency "City" at the next regular meeting of the legislative body.

COUNCIL COMMITTEE REPORTS: [Council Committees](#)

REGIONAL COMMITTEES: (outside agencies, appointed by this Council)

STANDING COMMITTEES: (All Primary Members) (Permanent Committees)

CITIZEN COMMISSION(S)

ADJOURN:

Mayor Heebner adjourned the meeting at 7:27 p.m.

Angela Ivey, City Clerk

Approved: _____

CITY OF SOLANA BEACH

SOLANA BEACH CITY COUNCIL, SUCCESSOR AGENCY TO THE REDEVELOPMENT
AGENCY, PUBLIC FINANCING AUTHORITY, & HOUSING AUTHORITY



MINUTES

Joint Meeting - Closed Session

Saturday, March 2, 2024 12:00 p.m.

City Hall / Council Chambers, 635 S. Highway 101, Solana Beach, California

CITY COUNCILMEMBERS

Lesa Heebner

Mayor

Jewel Edson

Deputy Mayor / Councilmember District 3

Jill MacDonald

Councilmember District 4

Kristi Becker

Councilmember District 2

David A. Zito

Councilmember District 1

Daniel King

Interim City Manager

Johanna Canlas

City Attorney

Angela Ivey

City Clerk

CALL TO ORDER AND ROLL CALL:

Mayor Heebner called the meeting to order at 12:30 p.m.

Present: Lesa Heebner, Jewel Edson, Kristi Becker, Jill MacDonald, David A. Zito

Absent: None

Also Present: Daniel King, Interim City Manager
Johanna Canlas, City Attorney

PUBLIC COMMENT ON CLOSED SESSION ITEMS (ONLY): None

Report to Council Chambers and submit speaker slips to the City Clerk before the meeting recesses to closed session.

CLOSED SESSION:

1. PUBLIC EMPLOYEE

Pursuant to Government Code Section 54957
City Manager.

No reportable action.

ADJOURN:

Mayor Heebner adjourned the meeting at 2:45 p.m.

Angela Ivey, City Clerk

Approved:



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Daniel King, Interim City Manager
MEETING DATE: April 10, 2024
ORIGINATING DEPT: Finance
SUBJECT: Register of Demands

BACKGROUND:

Section 3.04.020 of the Solana Beach Municipal Code requires that the City Council ratify a register of demands which represents all financial demands made upon the City for the applicable period.

Register of Demands: 03/09/2024 through 03/22/2024

Check Register - Disbursement Fund (Attachment 1)		\$ 1,206,308.32
Net Payroll Council	March 14, 2024	4,970.84
Net Payroll Staff O19	March 15, 2024	<u>294,220.11</u>
TOTAL		\$ <u>1,505,499.27</u>

DISCUSSION:

Staff certifies that the register of demands has been reviewed for accuracy, that funds are available to pay the above demands, and that the demands comply with the adopted budget.

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

The register of demands for March 9, 2024 through March 22, 2024 reflects total expenditures of \$1,505,499.27 from various City sources.

WORK PLAN:

N/A

CITY COUNCIL ACTION: _____

OPTIONS:

- Ratify the register of demands.
- Do not ratify and provide direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council ratify the above register of demands.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.

A handwritten signature in blue ink, appearing to read "Daniel King". The signature is fluid and cursive, with a large initial "D" and "K".

Daniel King, Interim City Manager

Attachments:

1. Check Register – Disbursement Fund



City of Solana Beach

Register of Demands

3/9/2024 - 3/22/2024

Department Vendor	Description	Date	Check/EFT Number	Amount
100 - GENERAL FUND				
MISSION SQUARE PLAN 302817	Payroll Run 2 - Warrant OC9	03/14/2024	9001328	\$4,641.93
MISSION SQUARE PLAN 302817	Payroll Run 1 - Warrant O19	03/14/2024	9001328	\$20,540.62
SOLANA BEACH FIREFIGHTERS ASSOC	Payroll Run 1 - Warrant O19	03/14/2024	9001337	\$900.00
SAN DIEGO COUNTY SHERIFF'S DEPT.	JAN 24-CR TOW FEE	03/14/2024	106432	(\$164.13)
CALPERS	O19 PERS 03/14/24 PD (03/19/24 PERS)	03/19/2024	9031924	\$64,819.21
CALIFORNIA BUILDING STANDARDS CMSN	OCT-DEC 23 CA BUILDING STANDARDS FEE	03/14/2024	106411	\$371.00
CALIFORNIA BUILDING STANDARDS CMSN	OCT-DEC 23 CA BUILDING STANDARDS FEE	03/14/2024	106411	(\$37.10)
MARIBEL PERAZA BRADBERRY	RFND-FCC 10/05/24	03/14/2024	106423	\$166.53
MARIBEL PERAZA BRADBERRY	RFND-FCC 10/05/24	03/14/2024	106423	\$1,084.95
STERLING HEALTH SERVICES, INC.	O18 FSA/DCA CONTRIBUTIONS	03/14/2024	9001339	\$2,054.98
STERLING HEALTH SERVICES, INC.	O18 FSA/DCA CONTRIBUTIONS	03/14/2024	9001339	\$1,325.04
STERLING HEALTH SERVICES, INC.	OC9 FSA CONTRIBUTIONS	03/21/2024	9001360	\$266.67
STERLING HEALTH SERVICES, INC.	O19 FSA/DCA CONTRIBUTION	03/21/2024	9001360	\$2,054.98
STERLING HEALTH SERVICES, INC.	O19 FSA/DCA CONTRIBUTION	03/21/2024	9001360	\$1,325.04
IAFF-MERP	FEB 24 FF TRUST CONTRIBUTION	03/14/2024	9001345	\$4,850.00
REED FAMILY TRUST	RFND:DRP21-023/SDP21-025/SMAP21-001	03/21/2024	106459	\$14,820.00
REED FAMILY TRUST	RFND:DRP21-023/SDP21-025/SMAP21-001	03/21/2024	106459	\$472.50
REED FAMILY TRUST	RFND:DRP21-023/SDP21-025/SMAP21-001	03/21/2024	106459	\$548.00
CRC GENERAL ENGINEERING	RFND-ENC22-0105	03/21/2024	106448	\$793.00
JENNIFER GAYLORD	RFND-B20-0008	03/21/2024	106457	\$300.00
JENNIFER GAYLORD	RFND-B20-0008	03/21/2024	106457	\$45.00
ANATOLI DEVIATAIKINE	RFND-B23-0765	03/21/2024	106445	\$46.02
TOTAL GENERAL FUND				\$121,224.24
1005150 - CITY CLERK				
DEL MAR BLUE PRINT COMPANY, INC.	RRW-3441-LAS BRISAS	03/21/2024	106450	\$127.91
PITNEY BOWES GLOBAL FINANCIAL SVC	JAN-APR 24-LEASE-0012725773	03/21/2024	9001359	\$794.45
STAPLES CONTRACT & COMMERCIAL	PAPER	03/21/2024	106463	\$17.39
CALEXPRESS ENTERPRISES INC.	CITY COUNCIL VIDEO CONVERSION-11/21/23	03/21/2024	9001350	\$65.00
CALEXPRESS ENTERPRISES INC.	CITY COUNCIL VIDEO CONVERSION-11/14/23	03/21/2024	9001350	\$50.00
TOTAL CITY CLERK				\$1,054.75
1005200 - CITY MANAGER				
EMANUELS JONES AND ASSOCIATES	FEB 24-LOBBYING CONSULTING SERVICES	03/14/2024	9001326	\$2,779.00
EMANUELS JONES AND ASSOCIATES	MAR 24-LOBBYING CONSULTING SERVICES	03/21/2024	9001352	\$2,704.00
ALLIANCE RESOURCE CONSULTING LLC	CITY MANAGER RECRUITMENT-2ND	03/14/2024	9001324	\$16,000.00
TOTAL CITY MANAGER				\$21,483.00
1005250 - LEGAL SERVICES				
BURKE WILLIAMS & SORENSEN	96-0040.002-PROF SVC	03/21/2024	9001349	\$2,732.30
BURKE WILLIAMS & SORENSEN	96-0040.004-PROF SVC-CLM.2308	03/21/2024	9001349	\$207.90
BURKE WILLIAMS & SORENSEN	JAN 24-RETAIN	03/21/2024	9001349	\$13,024.00
BURKE WILLIAMS & SORENSEN	96-0006.001-PROF SVC	03/21/2024	9001349	\$1,214.40
BURKE WILLIAMS & SORENSEN	96-0007-PROF SVC-CLM.GENR	03/21/2024	9001349	\$46.20
BURKE WILLIAMS & SORENSEN	96-0014-PROF SVC	03/21/2024	9001349	\$4,062.00

BURKE WILLIAMS & SORENSEN	96-0019-PROF SVC	03/21/2024	9001349	\$23.10
BURKE WILLIAMS & SORENSEN	96-0023-PROF SVC	03/21/2024	9001349	\$115.50
BURKE WILLIAMS & SORENSEN	96-0038-PROF SVC	03/21/2024	9001349	\$1,504.80
BURKE WILLIAMS & SORENSEN	96-0001-PROF SVC	03/21/2024	9001349	\$1,496.70
BURKE WILLIAMS & SORENSEN	96-0006-PROF SVC	03/21/2024	9001349	\$1,874.40
BURKE WILLIAMS & SORENSEN	96-0037.003-PROF SVC	03/21/2024	9001349	\$132.00
BURKE WILLIAMS & SORENSEN	96-0038-PROF SVC	03/21/2024	9001349	\$924.00
BURKE WILLIAMS & SORENSEN	96-0040.002-PROF SVC	03/21/2024	9001349	\$3,407.70
BURKE WILLIAMS & SORENSEN	96-0040.004-PROF SVC	03/21/2024	9001349	\$138.60
BURKE WILLIAMS & SORENSEN	FEB 24-RETAIN	03/21/2024	9001349	\$13,024.00
BURKE WILLIAMS & SORENSEN	96-0001-PROF SVC	03/21/2024	9001349	\$2,171.40
BURKE WILLIAMS & SORENSEN	96-0006-PROF SVC	03/21/2024	9001349	\$4,936.80
BURKE WILLIAMS & SORENSEN	96-0006.001-PROF SVC	03/21/2024	9001349	\$3,300.00
BURKE WILLIAMS & SORENSEN	96-0014-PROF SVC	03/21/2024	9001349	\$4,989.40
BURKE WILLIAMS & SORENSEN	96-0019-PROF SVC	03/21/2024	9001349	\$23.10
BURKE WILLIAMS & SORENSEN	96-0023-PROF SVC	03/21/2024	9001349	\$508.20

TOTAL LEGAL SERVICES**\$59,856.50****1005300 - FINANCE**

EMPLOYMENT DEVELOPMENT DEPARTMENT	#932-0244-8-PENALTY & INTEREST PERIOD END 12/31/23	03/21/2024	106452	\$177.96
HDL-HINDERLITER, DE LLAMAS & ASSOC	Q3/24 SALES TAX AUDIT & CONTRACT	03/21/2024	106454	\$1,689.09
STAPLES CONTRACT & COMMERCIAL	CHAIR MAT/BINDER CLIPS/WHITE OUT	03/14/2024	106437	\$33.66
DEPARTMENT OF THE TREASURY	CP220 EID 33-0203789 PERIOD 09/30/22 PENALTY	03/21/2024	106455	\$1,773.92
HDL COREN & CONE	JAN-MAR 24-CONTRACT SRVC PROPERTY TAX	03/21/2024	9001354	\$3,747.50
AMAZON.COM SALES, INC	INV#1NY4-6M7C-7FWJ-PRINTER DRUM	03/21/2024	9001348	\$42.40
AMAZON.COM SALES, INC	INV#1NY4-6M7C-7FWJ-SCANNER INPUT TRAY	03/21/2024	9001348	\$43.24

TOTAL FINANCE**\$7,507.77****1005350 - SUPPORT SERVICES**

XEROX CORPORATION	FEB 24-XEROX CLERK	03/14/2024	106443	\$184.46
XEROX CORPORATION	FEB 24-XEROX CLERK	03/14/2024	106443	\$271.68
XEROX CORPORATION	FEB 24-XEROX PLN/ENG	03/14/2024	106443	\$53.91
XEROX CORPORATION	FEB 24-XEROX PLN/ENG	03/14/2024	106443	\$546.78
XEROX CORPORATION	FEB 24-XEROX UPSTAIRS	03/14/2024	106443	\$143.78
XEROX CORPORATION	FEB 24-XEROX UPSTAIRS	03/14/2024	106443	\$298.25
XEROX CORPORATION	FEB 24-XEROX FIERY-PLNG/ENG	03/14/2024	106443	\$132.61
XEROX CORPORATION	FEB 24-XEROX FIERY-UPSTAIRS	03/14/2024	106443	\$132.61
XEROX CORPORATION	FEB 24-XEROX FIERY-CLK	03/14/2024	106443	\$122.84
STAPLES CONTRACT & COMMERCIAL	RFND-BINDER CLIPS/WHITE OUT	03/14/2024	106437	(\$31.39)
STAPLES CONTRACT & COMMERCIAL	CHAIR MAT/BINDER CLIPS/WHITE OUT	03/14/2024	106437	\$31.39
STAPLES CONTRACT & COMMERCIAL	PAPER	03/14/2024	106437	\$55.27
CULLIGAN OF SAN DIEGO	MAR 24- WATER -LC	03/14/2024	106417	\$26.50
CULLIGAN OF SAN DIEGO	MAR 24-WATER-PW	03/14/2024	106417	\$73.00
CULLIGAN OF SAN DIEGO	MAR 24- WATER-CH	03/14/2024	106417	\$164.18
AMAZON.COM SALES, INC	INV#1NY4-6M7C-7FWJ- PLATES/BOWLS/FORKS/SPOONS	03/21/2024	9001348	\$129.29
AMAZON.COM SALES, INC	INV#1NY4-6M7C-7FWJ-COFFEE	03/21/2024	9001348	\$50.80
AMAZON.COM SALES, INC	INV#1NY4-6M7C-7FWJ-LAMINATING POUCHES	03/21/2024	9001348	\$29.34

TOTAL SUPPORT SERVICES**\$2,415.30****1005400 - HUMAN RESOURCES**

COASTAL LIVE SCAN AND INSURANCE	FEB 24-FINGERPRINTS	03/14/2024	106415	\$150.00
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TOTAL HUMAN RESOURCES**\$150.00**

1005450 - INFORMATION SERVICES

VERIZON WIRELESS-SD	670601022-01/24/24-02/23/24	03/14/2024	106440	\$128.05
WESTERN AUDIO VISUAL	MAR 24-AV MAINTENANCE	03/14/2024	106441	\$499.00
MANAGED SOLUTION	DEC 23-IT PROF SVC	03/14/2024	9001329	\$500.00
MANAGED SOLUTION	DEC 23-IT PROF SVC	03/14/2024	9001329	\$2,271.26
ZOOM VIDEO COMMUNICATIONS INC	MAR 24-MAR 25-ZOOM MEETINGS	03/21/2024	9001362	\$8,366.60
AMAZON.COM SALES, INC	INV#1NY4-6M7C-7FWJ-POWER STRIP/COMPUTER SPEAKER	03/21/2024	9001348	\$285.03
AMAZON.COM SALES, INC	INV#1NY4-6M7C-7FWJ-BATTERIES	03/21/2024	9001348	\$30.43
AMAZON.COM SALES, INC	INV#1NY4-6M7C-7FWJ-PRINTER	03/21/2024	9001348	\$630.72
AMAZON.COM SALES, INC	INV#1NY4-6M7C-7FWJ-ROUTER	03/21/2024	9001348	\$674.25
AMAZON.COM SALES, INC	INV#1NY4-6M7C-7FWJ-CABINET	03/21/2024	9001348	\$106.58
AMAZON.COM SALES, INC	INV#1NY4-6M7C-7FWJ-POWER STRIP	03/21/2024	9001348	\$26.08

TOTAL INFORMATION SERVICES**\$13,518.00****1005550 - PLANNING**

UT SAN DIEGO - NRTH COUNTY	PUB HRNG-DRP22-010/SDP23-012	03/14/2024	106439	\$782.60
UT SAN DIEGO - NRTH COUNTY	PUB HRNG-DRP22-019/SDP22-017	03/14/2024	106439	\$774.20
UT SAN DIEGO - NRTH COUNTY	PUB HRNG-SOHI SR HOUSING PROJECT	03/14/2024	106439	\$690.20
UT SAN DIEGO - NRTH COUNTY	PUB HRNG-TE23-002	03/21/2024	106465	\$572.60
UT SAN DIEGO - NRTH COUNTY	PUB HRNG-TE23-003	03/21/2024	106465	\$749.00

TOTAL PLANNING**\$3,568.60****1005560 - BUILDING SERVICES**

ESGIL CORPORATION	DEC 23-BUILDING REVIEW	03/14/2024	106419	\$35,934.39
AMAZON.COM SALES, INC	INV#1NY4-6M7C-7FWJ-CARD STOCK/MEMO PADS	03/21/2024	9001348	\$44.27

TOTAL BUILDING SERVICES**\$35,978.66****1005590 - CODE ENFORCEMENT**

VERIZON WIRELESS-SD	442224168-01/24/24-02/23/24	03/14/2024	106440	\$141.29
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TOTAL CODE ENFORCEMENT**\$141.29****1006110 - LAW ENFORCEMENT**

SAN DIEGO COUNTY SHERIFF'S DEPT.	JAN 24-LAW ENFORCEMENT	03/14/2024	106432	\$399,200.40
SAN DIEGO COUNTY SHERIFF'S DEPT.	JAN 24-LAW ENFORCEMENT	03/14/2024	106432	\$881.34

TOTAL LAW ENFORCEMENT**\$400,081.74****1006120 - FIRE DEPARTMENT**

L. N. CURTIS & SONS INC	RESCUE ROPE BAG/LIFELINE	03/14/2024	106422	\$725.00
L. N. CURTIS & SONS INC	RESCUE EQUIPMENT	03/14/2024	106422	\$5,927.65
SANTA FE IRRIGATION DISTRICT	005512-000-01/03/24-03/01/24	03/21/2024	106461	\$773.47
CITY OF ENCINITAS	FIRE MANAGEMENT-07/23-10/23	03/14/2024	106413	\$8,127.05
CITY OF ENCINITAS	JUL-DEC 23-FIRE MANAGEMENT SVC	03/14/2024	106413	\$265,452.00
COUNTY OF SAN DIEGO, DEH	DEH2003-HUPFP-201333-CUPA PRGM OVERSITE	03/14/2024	106416	\$10.00
REGIONAL COMMS SYS, MS 056 - RCS	FEB 24-SHERIFF RADIOS	03/14/2024	106430	\$769.50
REGIONAL COMMS SYS, MS 056 - RCS	FEB 24-CAP CODE	03/14/2024	106430	\$32.50
REGIONAL COMMS SYS, MS 056 - RCS	FEB 24-FIRE RADIOS	03/14/2024	106430	\$1,368.00
THE STATE CHEMICAL MFG CO	STA-ZORB HAZMAT	03/14/2024	106438	\$753.50
BUSINESS PRINTING COMPANY INC	BUSINESS CARDS	03/14/2024	106410	\$113.99
FIRE STATS, LLC	OCT-DEC 23-MAINT & OPERATION TOOLS	03/14/2024	106420	\$637.50
CITY OF ENCINITAS FIRE DEPARTMENT	FIRE TRAINING SUPPLIES/FIRE SOFTWARE TECH SUPPORT	03/14/2024	106414	\$1,927.18
AFECO INC	LETTERING-COATS	03/14/2024	106436	\$906.72
AFECO INC	PANT/OUTER SHELLS/STITCHING/PADS	03/14/2024	106436	\$98.25
SAFEWARE, INC.	HELMET MOUNTS/LIGHTS/BATTERIES	03/14/2024	106431	\$3,558.14

TOTAL FIRE DEPARTMENT**\$291,180.45**

1006130 - ANIMAL CONTROL

HABITAT PROTECTION, INC	MAR 23-DEAD ANIMAL RECOVERY	03/14/2024	9001327	\$145.00
HABITAT PROTECTION, INC	MAR 24- DEAD ANIMAL RECOVERY	03/14/2024	9001327	\$145.00
SAN DIEGO HUMANE SOCIETY & S.P.C.A.	MAR 24-ANIMAL SERVICES	03/14/2024	106433	\$7,603.00

TOTAL ANIMAL CONTROL**\$7,893.00****1006170 - MARINE SAFETY**

ACE UNIFORMS LLC	NORMAL EMB	03/21/2024	9001347	\$21.65
ACE UNIFORMS LLC	SEW SINGLE PATCH	03/21/2024	9001347	\$259.80
AT&T CALNET 3	9391012281-01/25/24-02/24/24	03/14/2024	106407	\$90.42
AT&T CALNET 3	9391053651-01/25/24-02/24/24	03/14/2024	106407	\$295.73

TOTAL MARINE SAFETY**\$667.60****1006510 - ENGINEERING**

VERIZON WIRELESS-SD	362455526-02/02/24-03/01/24	03/21/2024	106466	\$53.16
UNDERGROUND SVC ALERT OF SOCAL INC	FEB 23-DIG ALERT	03/14/2024	9001342	\$66.00
ANDA WRIGHT	MILEAGE- 01/30/24	03/21/2024	106446	\$38.53
PASCO LARET SUITER & ASSOCIATES, INC.	JAN 24-SB TRAIN STATION TOPO/BOUNDRY SURVEY	03/14/2024	106427	\$16,127.45

TOTAL ENGINEERING**\$16,285.14****1006520 - ENVIRONMENTAL SERVICES**

VERIZON WIRELESS-SD	362455526-02/02/24-03/01/24	03/21/2024	106466	\$53.18
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES PW	03/21/2024	106458	\$14.80
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PW	03/14/2024	106424	\$14.81
SANTA FE IRRIGATION DISTRICT	005506-014-02/02/24-03/01/24	03/14/2024	106434	\$184.54
MIKHAIL OGAWA ENGINEERING, INC.	FEB 24- STORMWATER AS NEEDED SVC	03/21/2024	9001357	\$5,097.06
CLEAN EARTH ENVIROMENTAL SOLUTIONS	JAN 24- HHW COLLECTION	03/21/2024	106447	\$1,221.24
SUMMIT EROSION CONTROL	SANDBAG/PALLET	03/21/2024	9001361	\$743.48

TOTAL ENVIRONMENTAL SERVICES**\$7,329.11****1006530 - STREET MAINTENANCE**

VERIZON WIRELESS-SD	362455526-02/02/24-03/01/24	03/21/2024	106466	\$53.18
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES PW	03/21/2024	106458	\$24.07
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PW	03/14/2024	106424	\$24.07
DIXIELINE LUMBER CO INC	LIGHTS/GLOVES	03/21/2024	106451	\$49.89
DIXIELINE LUMBER CO INC	ELECT TAPE/TAPE MEASURE	03/21/2024	106451	\$35.65
SANTA FE IRRIGATION DISTRICT	011695-000-02/02/24-03/01/24	03/14/2024	106434	\$91.05
NISSHO OF CALIFORNIA	FEB 24-ANNUAL RECLAIMED WATER INSPECTION	03/14/2024	9001331	\$375.00
NISSHO OF CALIFORNIA	FEB 24-LANDSCAPE MAINTENANCE	03/21/2024	9001358	\$2,288.53
TRAFFIC SUPPLY, INC	SIGNS/BARRICADE	03/14/2024	9001341	\$723.60
CARLO EMAMI	RESPIRATOR FIT TESTING/TRAINING/CLEARANCE LETTER	03/21/2024	106460	\$775.00
JACOBS PROJECT MANAGEMENT COMPANY	PRJ#D3750123/FLAGGING SERVICES	03/21/2024	106456	\$1,134.56

TOTAL STREET MAINTENANCE**\$5,574.60****1006540 - TRAFFIC SAFETY**

VERIZON WIRELESS-SD	362455526-02/02/24-03/01/24	03/21/2024	106466	\$37.99
REDFLEX TRAFFIC SYSTEMS, INC	FEB 24- RED LIGHT CAMERA ENFORCEMENT	03/14/2024	9001334	\$7,879.50
AT&T CALNET 3	9391012279-01/24/24-02/23/24	03/14/2024	106407	\$63.04

TOTAL TRAFFIC SAFETY**\$7,980.53****1006550 - STREET CLEANING**

SANTA FE IRRIGATION DISTRICT	011695-000-02/02/24-03/01/24	03/14/2024	106434	\$53.48
PRIDE INDUSTRIES	FEB 24-TRASH ABATEMENT SERVICES	03/14/2024	106429	\$684.25
SCA OF CA, LLC	FEB 24- CITY-WIDE STREET SWEEPING	03/14/2024	9001336	\$3,988.39

TOTAL STREET CLEANING**\$4,726.12**

1006560 - PARK MAINTENANCE

VERIZON WIRELESS-SD	362455526-02/02/24-03/01/24	03/21/2024	106466	\$75.97
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES PW	03/21/2024	106458	\$17.59
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PW	03/14/2024	106424	\$17.58
SANTA FE IRRIGATION DISTRICT	LSF-GRAN-NARDO	03/14/2024	106434	\$121.88
SANTA FE IRRIGATION DISTRICT	LSF-GRAN-NARDO	03/14/2024	106434	\$94.48
SANTA FE IRRIGATION DISTRICT	715 VALLEY AVE	03/14/2024	106434	\$387.94
SANTA FE IRRIGATION DISTRICT	PLAZA ST	03/14/2024	106434	\$94.48
SANTA FE IRRIGATION DISTRICT	PLAZA ST	03/14/2024	106434	\$199.72
SANTA FE IRRIGATION DISTRICT	PLAZA ST	03/14/2024	106434	\$150.40
SANTA FE IRRIGATION DISTRICT	721 S SIERRA AVE	03/14/2024	106434	\$99.91
SANTA FE IRRIGATION DISTRICT	550 S SIERRA AVE	03/14/2024	106434	\$94.48
SANTA FE IRRIGATION DISTRICT	501 S SIERRA AVE	03/14/2024	106434	\$159.64
SANTA FE IRRIGATION DISTRICT	140 S SIERRA AVE	03/14/2024	106434	\$322.78
SANTA FE IRRIGATION DISTRICT	111 S SIERRA AVE	03/14/2024	106434	\$854.92
SANTA FE IRRIGATION DISTRICT	302 SOLANA VISTA DR	03/14/2024	106434	\$110.77
SANTA FE IRRIGATION DISTRICT	133 PACIFIC AVE	03/14/2024	106434	\$122.64
SANTA FE IRRIGATION DISTRICT	STEVENS AVE	03/14/2024	106434	\$150.40
SANTA FE IRRIGATION DISTRICT	700 STEVENS AVE	03/14/2024	106434	\$99.18
SANTA FE IRRIGATION DISTRICT	STEVENS AVE	03/14/2024	106434	\$148.75
SANTA FE IRRIGATION DISTRICT	LA COLONIA PARK	03/14/2024	106434	\$148.75
SANTA FE IRRIGATION DISTRICT	SOLANA HILLS CT	03/21/2024	106461	\$174.51
SANTA FE IRRIGATION DISTRICT	SOLANA HILLS CT	03/21/2024	106461	\$215.11
SANTA FE IRRIGATION DISTRICT	MARINE VIEW AVE	03/21/2024	106461	\$390.62
ONE DAY SIGNS	SIGNS-SAND	03/14/2024	106425	\$1,185.25
NISSHO OF CALIFORNIA	FEB 24-LANDSCAPE MAINTENANCE	03/21/2024	9001358	\$9,052.66

TOTAL PARK MAINTENANCE**\$14,490.41****1006570 - PUBLIC FACILITIES**

DIXIELINE LUMBER CO INC	SQUEEGEE	03/14/2024	106418	\$12.71
DIXIELINE LUMBER CO INC	GLOVES	03/14/2024	106418	\$35.21
DIXIELINE LUMBER CO INC	TANK LEVER/EXPANDING STUFF	03/21/2024	106451	\$20.53
DIXIELINE LUMBER CO INC	EXPRESIONS EXT SG/OVER 1/2 PT TO LESS GAL	03/21/2024	106451	\$24.78
DIXIELINE LUMBER CO INC	TOILET SEAT	03/21/2024	106451	\$36.20
DIXIELINE LUMBER CO INC	PAINT BRUSH/PAINT PAIL/PAINT ROLLER	03/21/2024	106451	\$42.83
DIXIELINE LUMBER CO INC	PAINT	03/21/2024	106451	\$49.63
SANTA FE IRRIGATION DISTRICT	635 S HWY 101	03/14/2024	106434	\$453.10
SEASIDE HEATING & AIR CONDITIONING	FY24 HVAC SERVICES-LC	03/14/2024	106435	\$255.00
SEASIDE HEATING & AIR CONDITIONING	JAN 24- HVAC SERVICES-CITY FACILITIES	03/14/2024	106435	\$990.00
NISSHO OF CALIFORNIA	FEB 24-LANDSCAPE MAINTENANCE	03/21/2024	9001358	\$3,381.02
24 HOUR ELEVATOR, INC	MAR 24- ELEVATOR PREVENTATIVE MAINT	03/14/2024	106405	\$194.48
CINTAS CORPORATION NO. 2	FIRST AID SUPPLIES-PW	03/14/2024	106412	\$99.57
CINTAS CORPORATION NO. 2	MEDICAL AID SUPPLIES-CH	03/14/2024	106412	\$246.86
JOSE GARCIA	MILEAGE-03/01/24-03/03/24	03/21/2024	9001356	\$201.00
HABITAT PROTECTION, INC	FEB 24- PEST/RODENT CONTROL	03/14/2024	9001327	\$64.00
STANDARD PLUMBING SUPPLY COMPANY	CLOSET VALVE/SPUD	03/21/2024	106462	\$187.42
CALIFORNIA OFFICE CLEANING, INC	FEB 24-JANITORIAL/CUSTODIAL SVC	03/21/2024	9001351	\$7,445.00
PRIDE INDUSTRIES	FEB 24-TRASH ABATEMENT SERVICES	03/14/2024	106429	\$684.25

TOTAL PUBLIC FACILITIES**\$14,423.59****1106510 - MEASURE S - ENGINEERING**

WESTERN RIM CONSTRUCTORS, INC.	9438.11 LCP TOT LOT CONSTRUCTION	03/14/2024	106442	\$20,590.23
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TOTAL MEASURE S - ENGINEERING**\$20,590.23**

1205460 - SELF INSURANCE RETENTION

FEDEX	SHIPPING-02/06/24	03/21/2024	106453	\$30.07
BURKE WILLIAMS & SORENSEN	96-0040.003-PROF SVC-DEP427CNYN	03/21/2024	9001349	\$5,511.00
BURKE WILLIAMS & SORENSEN	96-0040.003-PROF SVC	03/21/2024	9001349	\$2,821.00
GEORGE HILLS COMPANY, INC.	CLAIM2308.MACDONALD/CLAIM2402.TOVAR	03/21/2024	9001353	\$443.50
DEAN GAZZO ROISTACHER LLP	FEB 24-2308.MACDONALD PROF SVC	03/21/2024	106449	\$3,733.25

TOTAL SELF INSURANCE RETENTION**\$12,538.82****135 - EQUIPMENT REPLACEMENT**

REED FAMILY TRUST	RFND:DRP21-023/SDP21-025/SMAP21-001	03/21/2024	106459	\$153.67
ANATOLI DEVIATAIKINE	RFND-B23-0765	03/21/2024	106445	\$15.87

TOTAL EQUIPMENT REPLACEMENT**\$169.54****1355450 - ASSET REPLACEMENT-INFO SYS**

AMAZON.COM SALES, INC	INV#1NY4-6M7C-7FWJ-DESKTOP MONITOR	03/21/2024	9001348	\$314.48
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TOTAL ASSET REPLACEMENT-INFO SYS**\$314.48****1406510 - FACILITIES MAINT-CIP**

UT SAN DIEGO - NRTH COUNTY	NTC INVT BID-2024-02	03/21/2024	106465	\$639.80
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TOTAL FACILITIES MAINT-CIP**\$639.80****2037510 - HIGHWAY 101 LANDSC #33**

SANTA FE IRRIGATION DISTRICT	S HWY 101	03/14/2024	106434	\$303.84
SANTA FE IRRIGATION DISTRICT	N HWY 101	03/21/2024	106461	\$244.11
SANTA FE IRRIGATION DISTRICT	650 N HWY 101	03/21/2024	106461	\$162.86
NISSHO OF CALIFORNIA	FEB 24-LANDSCAPE MAINTENANCE	03/21/2024	9001358	\$1,692.31

TOTAL HIGHWAY 101 LANDSC #33**\$2,403.12****2047520 - MID 9C SANTA FE HILLS**

SANTA FE IRRIGATION DISTRICT	Santa Alicia/Rosita	03/14/2024	106434	\$144.53
SANTA FE IRRIGATION DISTRICT	855 Santa Rosita	03/14/2024	106434	\$144.53
SANTA FE IRRIGATION DISTRICT	617 Santa Helena	03/14/2024	106434	\$148.75
SANTA FE IRRIGATION DISTRICT	Santa Inez	03/14/2024	106434	\$48.81
SANTA FE IRRIGATION DISTRICT	732 Santa Florencia	03/14/2024	106434	\$48.81
SANTA FE IRRIGATION DISTRICT	773 Santa Florencia	03/14/2024	106434	\$48.81
SANTA FE IRRIGATION DISTRICT	801 Santa Florencia	03/14/2024	106434	\$144.53
SANTA FE IRRIGATION DISTRICT	Santa Florencia/Queta	03/14/2024	106434	\$144.53
SANTA FE IRRIGATION DISTRICT	Santa Florencia	03/14/2024	106434	\$144.53
SANTA FE IRRIGATION DISTRICT	Santa Florencia	03/14/2024	106434	\$144.53
SANTA FE IRRIGATION DISTRICT	Santa Rosita	03/14/2024	106434	\$144.53
SANTA FE IRRIGATION DISTRICT	803 Santa Rosita	03/14/2024	106434	\$144.53
SANTA FE IRRIGATION DISTRICT	Santa Rosita	03/14/2024	106434	\$144.53

TOTAL MID 9C SANTA FE HILLS**\$1,595.95****2087580 - COASTAL RAIL TRAIL MAINT**

SANTA FE IRRIGATION DISTRICT	HWY 101 (CRT)	03/14/2024	106434	\$150.40
SANTA FE IRRIGATION DISTRICT	VIA DE LA VALLE/101	03/14/2024	106434	\$322.52
NISSHO OF CALIFORNIA	FEB 24-LANDSCAPE MAINTENANCE	03/21/2024	9001358	\$6,408.85

TOTAL COASTAL RAIL TRAIL MAINT**\$6,881.77****2117600 - STREET LIGHTING DISTRICT**

VERIZON WIRELESS-SD	362455526-02/02/24-03/01/24	03/21/2024	106466	\$15.20
YUNEX LLC	FY24 STREETLIGHT MAINTENANCE	03/14/2024	9001346	\$1,262.76

TOTAL STREET LIGHTING DISTRICT**\$1,277.96****213 - DEVELOPER PASSTHRU**

REED FAMILY TRUST	RFND:DRP21-023/SDP21-025/SMAP21-001	03/21/2024	106459	\$3,150.00
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TOTAL DEVELOPER PASSTHRU**\$3,150.00**

213550 - DEVELOPER PASS-THRU- PLANNING

PAMELA ELLIOTT LANDSCAPE ARCHITECT	B20-008-FEBRUARY 24	03/14/2024	9001333	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	B23-0660-FEBRUARY 24	03/14/2024	9001333	\$500.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	DRP20-010-FEBRUARY 24	03/14/2024	9001333	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	B23-0630-FEBRUARY 24	03/14/2024	9001333	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	DRP23-003-FEBRUARY 24	03/14/2024	9001333	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	B21-0548-FEBRUARY 24	03/14/2024	9001333	\$500.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	DRP21-016-FEBRUARY 24	03/14/2024	9001333	\$650.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	DRP22-008-FEBRUARY 24	03/14/2024	9001333	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	DRP23-007-FEBRUARY 24	03/14/2024	9001333	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	DRP22-012-FEBRUARY 24	03/14/2024	9001333	\$350.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	MOD24-002-FEBRUARY 24	03/14/2024	9001333	\$500.00
PAMELA ELLIOTT LANDSCAPE ARCHITECT	B20-0464-FEBRUARY 24	03/14/2024	9001333	\$350.00

TOTAL DEVELOPER PASS-THRU- PLANNING**\$4,950.00****214 - FIRE MITIGATION FEES**

ANATOLI DEVIATAIKINE	RFND-B23-0765	03/21/2024	106445	\$1,587.00
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TOTAL FIRE MITIGATION FEES**\$1,587.00****2196110 - COPS PROGRAM**

SAN DIEGO COUNTY SHERIFF'S DEPT.	JAN 24-LAW ENFORCEMENT	03/14/2024	106432	\$12,027.76
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TOTAL COPS PROGRAM**\$12,027.76****2466510 - PER CAPITA GRANT FUND-CIP**

WESTERN RIM CONSTRUCTORS, INC.	9438.11 LCP TOT LOT CONSTRUCTION	03/14/2024	106442	\$65,251.77
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TOTAL PER CAPITA GRANT FUND-CIP**\$65,251.77****2505570 - COASTAL BUSINESS/VISITORS**

BELLY UP TAVERN LLC	FY 24-CONCERT AT THE COVE SERVICES	03/14/2024	106408	\$750.00
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TOTAL COASTAL BUSINESS/VISITORS**\$750.00****2556180 - CAMP PROGRAMS**

AMIGO CUSTOM SCREENPRINTS	UNIFORMS	03/21/2024	106444	\$18,505.04
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TOTAL CAMP PROGRAMS**\$18,505.04****2706120 - PUBLIC SAFETY- FIRE**

LIFE-ASSIST, INC	CSA.17-ETCO2 SAMPLING LINE W/FILTER TUBE	03/14/2024	106421	\$334.03
AMR	CSA.17-CALCIUM CHLORIDE	03/14/2024	106406	\$112.17
CITY OF ENCINITAS FIRE DEPARTMENT	FIRE TRAINING SUPPLIES/FIRE SOFTWARE TECH SUPPORT	03/14/2024	106414	\$194.67
PHARMALINK, INC	CSA.17-ECOLINK FEE/DISPOSAL W/INVNTRY	03/14/2024	106428	\$150.00
NATIONWIDE MEDICAL SURGICAL INC	CSA.17-KETAMINE	03/14/2024	9001330	\$109.60
PACIFIC BIOMEDICAL, INC.	CSA.17-RING RESCUE KITS/CUT DISC/LUBE PCKG	03/14/2024	106426	\$3,667.69

TOTAL PUBLIC SAFETY- FIRE**\$4,568.16****4506190 - SAND REPLNSHMNT/RETENTION**

WARWICK GROUP CONSULTANTS, LLC	FEB 24- CONSULTING SERVICES	03/14/2024	9001344	\$5,833.00
SUMMIT ENVIROMENTAL GROUP, INC.	FEB 24-9926-PROF SVC	03/14/2024	9001340	\$2,500.00

TOTAL SAND REPLNSHMNT/RETENTION**\$8,333.00****459 - MISC. CAPITAL PROJECTS**

WESTERN RIM CONSTRUCTORS, INC.	9438.11 LCP TOT LOT CONSTRUCTION	03/14/2024	106442	(\$4,518.00)
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TOTAL MISC. CAPITAL PROJECTS**(\$4,518.00)****4595450 - MISC.CAPITALPROJECTS-IS**

BLUUM OF MINNESOTA, LLC	9408.00-EPSON WHOLE UNIT EXCHANGE	03/14/2024	106409	\$905.00
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TOTAL MISC.CAPITALPROJECTS-IS**\$905.00****4596510 - MISC.CAPITALPROJECTS-ENG**

SUNBELT RENTALS, INC.	FORKLIFT RENTAL	03/21/2024	106464	\$803.91
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WESTERN RIM CONSTRUCTORS, INC.	9438.11 LCP TOT LOT CONSTRUCTION	03/14/2024	106442	\$4,518.00
TOTAL MISC.CAPITALPROJECTS-ENG				\$5,321.91
4596520 - MISC CAPITAL PROJ - ENVIR				
UNIVERSITY OF SAN DIEGO	JAN 23-CLIMATE ACTION PLAN UPDATE	03/14/2024	9001343	\$928.79
TOTAL MISC CAPITAL PROJ - ENVIR				\$928.79
5097700 - SANITATION				
VERIZON WIRELESS-SD	362455526-02/02/24-03/01/24	03/21/2024	106466	\$15.20
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES PW	03/21/2024	106458	\$9.26
MISSION LINEN & UNIFORM INC	UNIFORM SERVICES FOR PW	03/14/2024	106424	\$9.26
SANTA FE IRRIGATION DISTRICT	005506-014-02/02/24-03/01/24	03/14/2024	106434	\$553.62
AT&T CALNET 3	9391012277-01/24/24-0/23/24	03/14/2024	106407	\$18.48
TOTAL SANITATION				\$605.82
REPORT TOTAL:				\$1,206,308.32



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Daniel King, Interim City Manager
MEETING DATE: April 10, 2024
ORIGINATING DEPT: Finance
SUBJECT: **Report on Changes Made to the General Fund Adopted Budget for Fiscal Year 2023-24**

BACKGROUND:

Staff provides a report at each Council meeting that lists changes made to the current Fiscal Year (FY) General Fund Adopted Budget. The information provided in this Staff Report lists the changes made through March 27, 2024.

DISCUSSION:

The following table reports the revenues, expenditures, and transfers for 1) the Adopted General Fund Budget approved by Council on June 28, 2023 (Resolution 2023-089), 2) prior year purchase order carryover adjustments, and 3) any resolutions passed by Council that amended the Adopted General Fund Budget.

GENERAL FUND - ADOPTED BUDGET PLUS CHANGES As of 03/27/2024						
General Fund - Operations						
Date	Action	Description	Revenues	Expenditures	Transfers from GF	Net Surplus
06/28/2023	Reso 2023-089	Adopted Budget	24,472,918	(23,078,124)	(980,000)	\$ 414,794
07/01/2023	System Generated	FY 2023 GF PO Carryover		(19,590)		395,204
09/27/2023	Reso 2023-113	Ord 531 Training/Diversion Program		(10,000)		385,204
11/29/2023	Reso 2023-128	Engineering Survey Services		(100,000)		285,204
03/13/2024	Reso 2024-027	STC Traffic Inc (Pedestrian Crossing)		(20,000)		265,204
03/27/2024	Reso 2024-015	La Colonia Master Plan Update			(70,000)	<u>195,204</u>
						195,204
General Fund - Measure S						
Date	Action	Description	Revenues	Expenditures	Transfers from GF	Net Surplus
06/28/2023	Reso 2023-089	Adopted Budget	4,400,000	(1,124,000)	(733,400)	\$ <u>2,542,600</u>
						2,542,600
Combined General Fund Net Surplus						\$ 2,737,804

COUNCIL ACTION:

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

N/A

WORK PLAN:

N/A

OPTIONS:

- Receive the report.
- Do not accept the report.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council receive the report listing changes made to the FY 2023-2024 General Fund Adopted Budget.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation



Daniel King, Interim City Manager



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Daniel King, Interim City Manager
MEETING DATE: April 10, 2024
ORIGINATING DEPT: Public Works Department
SUBJECT: **City Council Consideration of Resolution 2024-035 Approving a Professional Services Agreement with California Office Cleaning, Inc., for Citywide Janitorial Services**

BACKGROUND:

A Request for Proposals (RFP) for janitorial services was posted in January 2024. Staff posted the RFP to the City's electronic procurement system to solicit proposals from private industry service providers. Eight proposals were received by the February 29, 2024, closing date.

This item is before the City Council for the consideration of Resolution 2024-035 (Attachment 1) authorizing the City Manager to execute a Professional Services Agreement (PSA) with California Office Cleaning, Inc., (COCI) for one year and to authorize the City Manager to extend the PSA for four additional one-year terms at the City's discretion, for Citywide Janitorial Services.

DISCUSSION:

City Staff utilized the scope of work from the current janitorial services contract and added one work item for weekly service of the Public Works Maintenance Facility. The work involved with the cleaning at the Public Works Maintenance Facility would include cleaning the offices, restroom, and kitchen area.

The work associated with the janitorial services is not considered a construction project as identified by the California Public Contract Code. As such, the City is able to choose the most suitable firm based on their qualifications. In response to the RFP, the City received eight proposals that ranged in cost from \$113,927 to \$212,300 as shown below in Table 1.

CITY COUNCIL ACTION:

Table 1: RESULTS

Contractor	Monthly Tasks	Yearly Tasks	Special/ as-needed Tasks*	Total
Prizm Janitorial Service	\$8,691.64	\$104,299.68	\$9,628.20	\$113,927.88
Consolidated Facility Services	\$7,830	\$93,960	\$24,000	\$117,960
CA. Office Cleaning Inc.	\$8,155	\$97,860	\$27,475	\$125,335
Premier Property Preservation	\$8,580.99	\$102,971.88	\$47,540.00	\$150,511.88
HOA Duong Maintenance	\$12,900	\$154,800	\$19,890	\$174,690
CA. Cleaning Solution	\$12,176	\$146,112	\$34,196	\$180,308
Eco Brite Services	\$14,628.94	\$175,547.30	\$11,110	\$186,647.30
T&T Custodial	\$14,300	\$171,600	\$40,700	\$212,300

**Tasks include various as-needed services such as special event cleaning, periodic window cleaning, periodic carpet shampoo service, etc., as directed by Staff.*

City Staff, from various City Departments, performed a thorough evaluation of all proposals and pertinent documents. Staff has determined that California Office Cleaning, Inc. (COCI) is the most qualified candidate and the best fit to provide janitorial services for the City of Solana Beach. COCI has been the City’s janitorial service provider since December 2019 and Staff has been satisfied with the performance of their work.

COCI is the most qualified company and the best fit for the City due to their responsiveness, accountability, and service delivery. COCI is also the City’s current service provider. COCI knows the City’s facilities very well, making the learning curve much more manageable. They are committed to providing high customer service with a comprehensive quality assurance/control program. They currently provide similar services for the City of Encinitas at their City Hall, library, Public Works Yard and a wastewater facility. In addition, COCI provides similar services for the City of San Diego.

COCI was the City’s service provider when COVID-19 first impacted our community. During the first few months of the pandemic, when clear guidelines were not in place, COCI performed a very high level of service for the City. They responded to the City’s request for additional surface cleaning, comprehensive cleaning of the City’s facilities, including park equipment, and other COVID-19 related tasks that were not included in their contract. COCI’s responsiveness enabled the City to continue our operation during such a demanding period.

In addition, the PSA with COCI would include a line item for cleaning the Fletcher Cove Community Center after special events and private rentals. The cleaning fee proposed by COCI is \$150 per private rental, which is reimbursed by renters. It is estimated that the Fletcher Cove Community Center is rented out on average thirty-six (36) times per year so that the cleaning cost for private rentals would be approximately \$5,400 per year.

Furthermore, COCI provides janitorial services for special events such as Dia De Los Muertos, Beach Blanket Movie Night, Holiday Tree Lighting Event, and the Spring Egg Hunt Event. COCI clean and stock the restrooms during busy summer months on an as-needed basis at Fletcher Cove Park. COCI's presence during these special events helps minimize littering and maintain a pleasant environment for event attendees. By providing these services for special events, COCI contributes to the smooth operation of the event, demonstrating a commitment to public health and environmental stewardship, enhancing the overall experience for the community. COCI staffing at special events is not included under the current PSA. In order fully compensate COCI for staffing special events, City Staff recommends adding \$2,545 to the PSA with COCI for a not to exceed amount of \$127,880, which is the amount that is already appropriated in the FY 2024/25 Adopted Budget.

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

The Fiscal Year (FY) 2024/25 Adopted Budget has appropriated \$127,880 in the Public Facilities Maintenance Budget Unit of the Public Works Budget for the janitorial agreement. Since the proposal from COCI is for \$125,335, Staff recommends approval of a PSA with COCI in the approved amount of \$127,880. The additional \$2,545 over the proposal amount may be used for special events and as-needed services. The Agreement would be fully funded in the FY 2024/25 Adopted Budget.

WORK PLAN:

This project is not identified in the Fiscal Year 2024/25 Work Plan.

OPTIONS:

- Approve Staff recommendation.
- Approve Staff recommendation with modifications.
- Provide direction.

DEPARTMENT RECOMMENDATION:

Staff recommends the City Council adopt Resolution 2024-035:

1. Authorizing the City Manager to execute a one-year Professional Services Agreement with California Office Cleaning, Inc., in the amount not to exceed \$127,880, for Citywide janitorial services.
2. Authorizing the City Manager to extend the agreement for up to four additional years at the City's option in an amount not to exceed \$127,880 per year.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation

A handwritten signature in blue ink, appearing to read 'Daniel King', is written over a horizontal line.

Daniel King, Interim City Manager

Attachments:

1. Resolution 2024-035

RESOLUTION 2024-035

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO AWARD A PROFESSIONAL SERVICES AGREEMENT WITH CALIFORNIA OFFICE CLEANING, INC., FOR CITY-WIDE JANITORIAL SERVICES

WHEREAS, a Request for Proposals (RFP) for Janitorial Services was posted in January 2024; and

WHEREAS, Staff posted the RFP to the City's electronic procurement system to solicit proposals from private industry service providers. Eight proposals were received by the February 29, 2024, closing date; and

WHEREAS, the work associated with the janitorial services is not considered a construction project as identified by the California Public Contract Code. As such, the City is able to choose the most suitable firm based on their qualifications. In response to the RFP, the City received eight proposals that ranged in cost from \$113,927.00 to \$212,300.00; and

WHEREAS, City Staff, from various City Departments, performed a thorough evaluation of all pertinent documents and has determined that California Office Cleaning, Inc. is the most qualified candidate and the best fit for the City of Solana Beach; and

WHEREAS, while the proposal submitted by California Office Cleaning, Inc., was not the lowest in cost, they are the most qualified entity and the best fit for the City with respect to the City's high expectations for service delivery and accountability. They are committed to providing high customer service with a comprehensive quality assurance/control program.

NOW, THEREFORE, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the foregoing recitations are true and correct.
2. That the City Council authorizes the City Manager to execute a one-year Professional Services Agreement with California Office Cleaning, Inc., in the amount not to exceed \$127,880, for Citywide janitorial services.
3. That the City Council authorizes the City Manager to extend the agreement for up to four additional one-year terms at the City's option in an amount not to exceed \$127,880 per year.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Solana

Beach, California, held on the 10th day of April 2024 by the following vote.

AYES: Councilmembers –
NOES: Councilmembers –
ABSENT: Councilmembers –
ABSTAIN: Councilmembers –

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Daniel King, Interim City Manager
MEETING DATE: April 10, 2024
ORIGINATING DEPT: Public Works Department
SUBJECT: **City Council Consideration of Resolution 2024-030 Awarding a Professional Services Agreement with West Coast Arborists for City-Wide Tree Care and Maintenance Services**

BACKGROUND:

A Request for Proposals (RFP) for as-needed Tree Care and Maintenance Services was posted in February 2024. Staff posted the RFP to the City's electronic procurement system to solicit proposals from private industry service providers. One proposal was received by the closing date of March 8, 2024.

This item is before the City Council for the consideration of Resolution 2024-030 (Attachment 1) authorizing the City Manager to execute a Professional Services Agreement (PSA) with West Coast Arborists, Inc. (WCA) for one year and to authorize the City Manager to extend the PSA for four additional one-year terms at the City's discretion for on-call, as-needed Tree Care and Maintenance Services.

DISCUSSION:

The City currently has Washingtonia, Queen, and Canary Island palm trees, along with various types of broad leaf species that require regular trimming. The trees are trimmed to retain the health and beauty of the tree. The palm trees fronds are also trimmed to minimize the amount of falling debris during storms and high winds. All the trees will be trimmed per the contracted arborist's recommendations. In addition, Staff worked closely with WCA to develop a list of Queen Palms and Canary Island Palm trees that require pruning and treatment services. Some of the City's Canary Island Palms require preventative treatment for South American Palm Weevil and pink rot. WCA is recommending quarterly treatment services that would include a soil drench/soil injection

COUNCIL ACTION:

and foliar spray. This work must be performed by a licensed applicator with an aerial lift truck.

WCA provides quality tree care management and maintenance services for over 200 municipalities and public agencies. WCA has been the City's service provider since 2019 and Staff has been satisfied with the work performed by WCA.

CEQA COMPLIANCE STATEMENT:

The project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301(h) of the State CEQA Guidelines.

FISCAL IMPACT:

The cost of this agreement is funded through the Streets, Parks and Public Facility Professional Services sections of the Operating Budget as proposed in the Fiscal Year (FY) 2024/25 Budget, which has allocated \$65,400 for tree maintenance. Staff recommends allocating an additional \$9,600 to the Public Facility Professional Services budget for additional tree trimming and maintenance services. The not to exceed amount of the PSA with WCA would be \$75,000 per year. Adequate funding would be provided when the budget is adopted each year.

WORK PLAN:

This project is not identified in the Fiscal Year 2023/24 Work Plan.

OPTIONS:

- Approve Staff recommendation.
- Approve Staff recommendation with modifications.
- Provide direction.

DEPARTMENT RECOMMENDATION:

Staff recommends the City Council adopt Resolution 2024-030:

1. Authorizing the City Manager to execute a one-year Professional Services Agreement with West Coast Arborists, in the amount not to exceed \$75,000, for on-call, as-needed City-wide tree trimming and maintenance.
2. Authorizing the City Manager to extend the agreement for up to four additional one-year terms at the City's option in an amount not to exceed \$75,000 per year.

3. Authorizing the City Treasurer to amend the FY 2024/25 Adopted Budget accordingly.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation



Daniel King, Interim City Manager

Attachments:

- 1.Resolution 2024-030

RESOLUTION 2024-030

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO AWARD A PROFESSIONAL SERVICES AGREEMENT WITH WEST COAST ARBORISTS FOR CITY-WIDE TREE CARE AND MAINTENANCE SERVICES

WHEREAS, a Request for Proposals (RFP) for as-needed Tree Care and Maintenance Services was posted in February 2024; and

WHEREAS, Staff posted the RFP to the City's electronic procurement system to solicit proposals from private industry service providers. One proposal, by West Coast Arborists (WCA), was received by March 8, 2024, the closing date; and

WHEREAS, the City currently has Washingtonia, Queen, and Canary Island palms trees, along with various types of broad leaf species that require occasional trimming and maintenance. The trees are trimmed to retain the health and beauty of the trees as well as to minimize debris during storms and high winds; and

WHEREAS, WCA has identified Canary Island Palms that require preventative treatment for South American Palm Weevil and pink rot. WCA is recommending quarterly treatment services that would include a soil drench/soil injection and foliar spray.

NOW, THEREFORE, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the foregoing recitations are true and correct.
2. That the City Council authorizes the City Manager to execute a one-year Professional Services Agreement with West Coast Arborists, in the amount not to exceed \$75,000, for on-call, as-needed City-wide tree trimming and maintenance.
3. That the City Council authorizes the City Manager to extend the agreement for up to four additional one-year terms at the City's option in an amount not to exceed \$75,000.00 per year.
4. Authorizing the City Treasurer to amend the FY 2024/25 Adopted Budget accordingly.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Solana Beach, California, held on the 10th day of April 2024 by the following vote.

AYES: Councilmembers –
NOES: Councilmembers –
ABSENT: Councilmembers –
ABSTAIN: Councilmembers –

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Daniel King, Interim City Manager
MEETING DATE: April 10, 2024
ORIGINATING DEPT: City Manager's Department
SUBJECT: **Solid Waste Rate Review – City Council Consideration of Resolution 2024-040 Authorizing the City to Proceed with Proposition 218 Public Noticing and Majority Protest Voting Procedures**

BACKGROUND:

The City of Solana Beach (City) has a Franchise Agreement (Agreement) with EDCO Waste and Recycling Services (EDCO) to provide residential and commercial solid waste and recycling collection services. Under the terms of the Agreement, EDCO may request a rate review annually to adjust the amount charged for providing services. The Agreement contains specific language regarding the rate review methodology. Rates may only be increased due to tipping fee (landfill disposal) and cost of living (CPI) increases on the base rate. The City is a member of the Regional Solid Waste Association (RSWA) that regulates the tipping fee for its member agencies. The proposed tipping fee and CPI increases are reviewed and approved by RSWA before being submitted to the City. City Staff then reviews the rate tables submitted by EDCO and, if appropriate, brings the requests before the City Council for consideration.

This item is before City Council to consider approving Resolution 2024 – 040 (Attachment 1) authorizing the City to proceed with the proper Proposition 218 noticing and majority protest voting procedures including setting a Public Hearing to disclose any protest votes for the solid waste rate increases on June 12, 2024.

DISCUSSION:

EDCO has submitted a rate review adjustment request for Fiscal Year 2024/2025. The CPI increased 2.969% for the period from second half of 2022 to the second half of 2023 and the tipping fee increased 3.47%, or \$53.82 per ton to \$55.69 per ton.

COUNCIL ACTION:

Therefore, the proposed rate for residential services would increase from \$29.80 to \$30.67 for the standard 96-gallon cart and the commercial rate for the most common service (3-yard bin picked up one time per week) will increase from \$130.02 to \$133.89 (not including the NPDES fee). The full rate review package can be found in Attachment 2. These requests must go through Proposition 218 noticing requirements, which Staff and EDCO have initiated. Residential and commercial customers will receive notification through the mail on the proposed rate increases and will have a chance to submit a protest vote if they oppose. The vote outcome will be revealed during the Public Hearing at the City Council meeting on June 12, 2024.

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

There is no fiscal impact to the City for the Proposition 218 noticing. These costs are paid for by the customers and will be reflected as a separate line item on the first bill clearly identifying the charge as the Proposition 218 noticing fee.

WORK PLAN: N/A

OPTIONS:

- Approve Staff recommendation
- Reject Staff recommendation
- Provide alternative direction to Staff

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council adopt Resolution 2024 – 040 setting the Solid Waste Rate Review Public Hearing protest vote for June 12, 2024.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation



Daniel King, Interim City Manager

Attachments:

1. Resolution 2024 – 040
2. EDCO Rate Review Packet

RESOLUTION 2024 – 040

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, ESTABLISHING A PUBLIC HEARING DATE TO DISCLOSE ANY PROTEST VOTES FOR THE PROPOSED FY 2024/2025 SOLID WASTE RATE INCREASES

WHEREAS, the City of Solana Beach (City) entered into a Franchise Agreement (Agreement) with EDCO Waste and Recycling Services (EDCO) to provide solid waste and recycling collection services; and

WHEREAS, under the terms of the Agreement, EDCO may request a rate review annually to adjust the amount charged for providing services; and

WHEREAS, EDCO has submitted a rate review adjustment request for Fiscal Year 2024/2025; and

WHEREAS, the rate review request must go through the proper Proposition 218 noticing requirements and majority protest proceedings; and

WHEREAS, the protest hearing be conducted during a Public Hearing at a duly noticed City Council Meeting.

NOW, THEREFORE, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the above recitals are all true and correct.
2. That a Public Hearing be conducted to disclose any protest votes at the June 12, 2024 regularly scheduled City Council Meeting.

PASSED AND ADOPTED this 10th day of April, 2024, at a regularly scheduled meeting of the City Council of the City of Solana Beach, California by the following vote:

AYES: Councilmembers –
NOES: Councilmembers –
ABSENT: Councilmembers –
ABSTAIN: Councilmembers –

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

EDCO

WASTE & RECYCLING SERVICES

March 18, 2024

Mr. Dan King
Assistant City Manager
City of Solana Beach
635 S. Highway 101
Solana Beach, CA 92075

Dear Dan:

The Franchise Agreement between the City of Solana Beach and EDCO allows for annual rate adjustments. Section 8.3 of the Agreement includes the details of the rate adjustment procedures. As outlined, rates may be increased due to changes in landfill tipping fees and increases in the Los Angeles-Anaheim Consumer Price Index (CPI). EDCO is requesting an allowable rate adjustment based on changes in the CPI only. The effective date of this rate adjustment will be July 1, 2024.

CPI Adjustment

To calculate the CPI portion of the adjustment, the second half of the 2022 index (314.384) was compared to the second half of 2023 index (323.718) which produced a 9.334 point change or 2.969% increase. Therefore, a **2.969%** increase is applied to current rates after franchise fees, AB939 and disposal fees are deducted from the current gross rate. A copy of the applicable CPI is attached for your reference.

RSWA Disposal Fee Adjustment

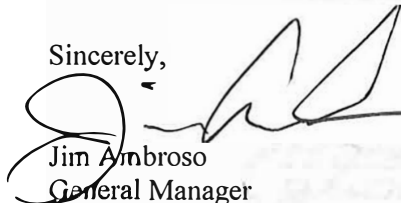
The City is a member of RSWA that regulates waste disposal tipping fees for its member agencies. Currently the tip fee for Solana Beach is \$53.82 per ton. Effective July 1, 2024, the tip fee for Solana Beach will increase to \$55.69, representing a **3.47%** increase in the tip fee component of the rate calculation.

Rate Summary

The total fee adjustments as outlined above when applied will result in residential rates increasing from \$29.80 per month to \$30.67, an increase of **\$0.87** per month per household for customers using a 96 Gallon Cart. Commercial rates for the most common service (a three cubic yard bin served once weekly) would increase from \$130.02 to \$133.89 or **\$3.87** per month. We propose to implement both residential and commercial rate changes on July 1, 2024.

Please feel free to review these adjustments and let me know if you have any questions or comments.

Sincerely,



Jim Ambroso
General Manager

Attachments

"We'll Take Care of It"

224 S. Las Posas Road • San Marcos, California 92078

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ATTACHMENT 2

**City of Solana Beach
Multi-Family and Residential Rates
Effective July 1st, 2024**

RSWA Tip Fee 2023	\$ 53.82
RSWA Tip Fee 2024	\$ 55.69
Change	\$ 1.87
% Change - Tip Fee	<u>3.47%</u>

CPI Consumer Price Index 12/31/2022	314.4
CPI Consumer Price Index 12/31/2023	323.7
Change	9.3
% Change - CPI (cap 4%)	<u>2.97%</u>

Description	Frequency per Week	Rates 7.1.2023							Rate Adjustments effective 7.1.24				Rates 7.1.2024					
		Net Operating Expense	Disposal Component	Franchise Fee 10.0%	Customer Total w/o NPDES		Customer Total with NPDES		2.97% Net Operating Expense	3.47% Disposal Component	Franchise Fee 10.0%	Customer Total w/o NPDES	Net Operating Expense	Disposal Component	Franchise Fee 10.0%	Customer Total w/o NPDES		Customer Total with NPDES
					NPDES	NPDES	NPDES	NPDES								NPDES	NPDES	
Residential Rates (Including Organics)																		
Solid Waste Service (1 cart)	96 gal	\$ 20.89	\$ 4.74	\$ 2.85	\$ 28.48	\$ 1.32	\$ 29.80	\$ 0.62	\$ 0.16	\$ 0.09	\$ 0.87	\$ 21.51	\$ 4.90	\$ 2.94	\$ 29.35	\$ 1.32	\$ 30.67	
	64 gal	\$ 20.89	\$ 4.74	\$ 2.85	\$ 28.48	\$ 0.88	\$ 29.36	\$ 0.62	\$ 0.16	\$ 0.09	\$ 0.87	\$ 21.51	\$ 4.90	\$ 2.94	\$ 29.35	\$ 0.88	\$ 30.23	
	35 gal	\$ 20.89	\$ 4.74	\$ 2.85	\$ 28.48	\$ 0.44	\$ 28.92	\$ 0.62	\$ 0.16	\$ 0.09	\$ 0.87	\$ 21.51	\$ 4.90	\$ 2.94	\$ 29.35	\$ 0.44	\$ 29.79	
Recycling Service (1 cart)	96 gal					\$ 1.32	\$ 1.32									\$ 1.32	\$ 1.32	
	64 gal					\$ 0.88	\$ 0.88									\$ 0.88	\$ 0.88	
	35 gal					\$ 0.44	\$ 0.44									\$ 0.44	\$ 0.44	
Extra Cart	96 gal	\$ 3.22	\$ -	\$ 0.35	\$ 3.57	\$ 1.32	\$ 4.89	\$ 0.10	\$ -	\$ 0.01	\$ 0.11	\$ 3.32	\$ -	\$ 0.36	\$ 3.68	\$ 1.32	\$ 5.00	
	64 gal	\$ 3.22	\$ -	\$ 0.35	\$ 3.57	\$ 0.88	\$ 4.45	\$ 0.10	\$ -	\$ 0.01	\$ 0.11	\$ 3.32	\$ -	\$ 0.36	\$ 3.68	\$ 0.88	\$ 4.56	
	35 gal	\$ 3.22	\$ -	\$ 0.35	\$ 3.57	\$ 0.44	\$ 4.01	\$ 0.10	\$ -	\$ 0.01	\$ 0.11	\$ 3.32	\$ -	\$ 0.36	\$ 3.68	\$ 0.44	\$ 4.12	

Rolloff Rates

Haul Rate	\$ 269.55	\$ -	\$ 29.95	\$ 299.50	\$ 299.50	\$ 8.00	\$ -	\$ 0.89	\$ 8.89	\$ 277.55	\$ -	\$ 30.84	\$ 308.39	\$ 308.39
Disposal Fee per Ton - Trash	\$ -	\$ 53.82	\$ 5.97	\$ 59.79	\$ 59.79	\$ -	\$ 1.87	\$ 0.21	\$ 2.08	\$ -	\$ 55.69	\$ 6.18	\$ 61.87	\$ 61.87
Disposal Fee per Ton - CDI (New)	\$ -	\$ 89.00	\$ 9.89	\$ 98.89	\$ 98.89	\$ -	\$ 7.00	\$ 0.78	\$ 7.78	\$ -	\$ 98.00	\$ 10.67	\$ 108.67	\$ 108.67

OTHER FEES:

Bin Exchange	\$ 43.07	\$ -	\$ 4.78	\$ 47.85	\$ 47.85	\$ 1.28	\$ -	\$ 0.14	\$ 1.42	\$ 44.35	\$ -	\$ 4.92	\$ 49.27	\$ 49.27
Lock Fees	\$ 9.14	\$ -	\$ 1.02	\$ 10.16	\$ 10.16	\$ 0.27	\$ -	\$ 0.03	\$ 0.30	\$ 9.41	\$ -	\$ 1.05	\$ 10.46	\$ 10.46
Pull Out Fees					\$ -									\$ -
16' - 50' per bin, per number of service days	\$ 4.15	\$ -	\$ 0.46	\$ 4.61	\$ 4.61	\$ 0.12	\$ -	\$ 0.01	\$ 0.13	\$ 4.27	\$ -	\$ 0.47	\$ 4.74	\$ 4.74
51' or more per bin, per number of service days	\$ 5.63	\$ -	\$ 0.62	\$ 6.25	\$ 6.25	\$ 0.17	\$ -	\$ 0.02	\$ 0.19	\$ 5.80	\$ -	\$ 0.64	\$ 6.44	\$ 6.44
Reinstate Fee:	\$ 26.93	\$ -	\$ 3.00	\$ 29.93	\$ 29.93	\$ 0.80	\$ -	\$ 0.09	\$ 0.89	\$ 27.73	\$ -	\$ 3.09	\$ 30.82	\$ 30.82
Late Fee: Minimum \$3 charge on any delinquent account	\$ 2.70	\$ -	\$ 0.30	\$ 3.00	\$ 3.00					\$ 2.70	\$ -	\$ 0.30	\$ 3.00	\$ 3.00
Bulky Items	\$ 30.23	\$ 9.88	\$ 4.46	\$ 44.57	\$ 44.57	\$ 0.90	\$ 0.34	\$ 0.14	\$ 1.38	\$ 31.13	\$ 10.22	\$ 4.60	\$ 45.95	\$ 45.95
Each Addtl Bulky Item	\$ 4.10	\$ 1.34	\$ 0.61	\$ 6.05	\$ 6.05	\$ 0.12	\$ 0.05	\$ 0.02	\$ 0.19	\$ 4.22	\$ 1.39	\$ 0.63	\$ 6.24	\$ 6.24
Recycling Contamination Fee	\$ 34.72	\$ 9.88	\$ 4.95	\$ 49.55	\$ 49.55	\$ 1.03	\$ 0.34	\$ 0.15	\$ 1.52	\$ 35.75	\$ 10.22	\$ 5.10	\$ 51.07	\$ 51.07
Overage Fee	\$ 34.61	\$ 9.88	\$ 4.94	\$ 49.43	\$ 49.43	\$ 1.03	\$ 0.34	\$ 0.15	\$ 1.52	\$ 35.64	\$ 10.22	\$ 5.09	\$ 50.95	\$ 50.95
Cart Delivery Fee	\$ 16.15	\$ -	\$ 1.80	\$ 17.95	\$ 17.95	\$ 0.48	\$ -	\$ 0.05	\$ 0.53	\$ 16.63	\$ -	\$ 1.85	\$ 18.48	\$ 18.48
Extra Pickup All Bin Sizes	\$ 40.49	\$ -	\$ 4.50	\$ 44.99	\$ 44.99	\$ 1.20	\$ -	\$ 0.13	\$ 1.33	\$ 41.69	\$ -	\$ 4.63	\$ 46.32	\$ 46.32

**City of Solana Beach
Multi-Family and Residential Rates
Effective July 1st, 2024**

RSWA Tip Fee 2023	\$ 53.82
RSWA Tip Fee 2024	\$ 55.69
Change	\$ 1.87
% Change - Tip Fee	3.47%

CPI Consumer Price Index 12/31/2022	314.4
CPI Consumer Price Index 12/31/2023	323.7
Change	9.3
% Change - CPI (cap 4%)	2.97%

Description	Frequency per Week	Rates 7.1.2023						Rate Adjustments effective 7.1.24				Rates 7.1.2024							
		Net Operating Expense	Disposal Component	Franchise Fee 10.0%	Customer Total w/o NPDES		Customer Total with NPDES		2.97% Net Operating Expense	3.47% Disposal Component	Franchise Fee 10.0%	Customer Total w/o NPDES	Net Operating Expense	Disposal Component	Franchise Fee 10.0%	Customer Total w/o NPDES		Customer Total with NPDES	
					NPDES	NPDES	NPDES	NPDES								NPDES	NPDES		
Commercial Multi- Family Rates																			
Commercial - Two Yard Bin																			
	1	\$ 40.90	\$ 29.51	\$ 7.81	\$ 78.22	\$ 5.56	\$ 83.78	\$ 1.21	\$ 1.02	\$ 0.25	\$ 2.48	\$ 42.11	\$ 30.53	\$ 8.06	\$ 80.70	\$ 5.56	\$ 86.26		
	2	\$ 65.24	\$ 59.00	\$ 13.80	\$ 138.04	\$ 11.12	\$ 149.16	\$ 1.94	\$ 2.05	\$ 0.44	\$ 4.43	\$ 67.18	\$ 61.05	\$ 14.24	\$ 142.47	\$ 11.12	\$ 153.59		
	3	\$ 71.46	\$ 88.50	\$ 17.78	\$ 177.74	\$ 16.68	\$ 194.42	\$ 2.12	\$ 3.07	\$ 0.58	\$ 5.77	\$ 73.58	\$ 91.57	\$ 18.36	\$ 183.51	\$ 16.68	\$ 200.19		
	4	\$ 89.78	\$ 118.03	\$ 23.08	\$ 230.89	\$ 22.24	\$ 253.13	\$ 2.67	\$ 4.10	\$ 0.75	\$ 7.52	\$ 92.45	\$ 122.13	\$ 23.83	\$ 238.41	\$ 22.24	\$ 260.65		
	5	\$ 108.00	\$ 147.53	\$ 28.39	\$ 283.92	\$ 27.80	\$ 311.72	\$ 3.21	\$ 5.12	\$ 0.93	\$ 9.26	\$ 111.21	\$ 152.65	\$ 29.32	\$ 293.18	\$ 27.80	\$ 320.98		
Commercial - Three Yard Bin																			
	1	\$ 61.41	\$ 44.27	\$ 11.74	\$ 117.42	\$ 8.34	\$ 125.76	\$ 1.82	\$ 1.54	\$ 0.37	\$ 3.73	\$ 63.23	\$ 45.81	\$ 12.11	\$ 121.15	\$ 8.34	\$ 129.49		
	2	\$ 99.78	\$ 88.50	\$ 20.93	\$ 209.21	\$ 16.68	\$ 225.89	\$ 2.96	\$ 3.07	\$ 0.67	\$ 6.70	\$ 102.74	\$ 91.57	\$ 21.60	\$ 215.91	\$ 16.68	\$ 232.59		
	3	\$ 138.14	\$ 132.77	\$ 30.10	\$ 301.01	\$ 25.02	\$ 326.03	\$ 4.10	\$ 4.61	\$ 0.97	\$ 9.68	\$ 142.24	\$ 137.38	\$ 31.07	\$ 310.69	\$ 25.02	\$ 335.71		
	4	\$ 176.45	\$ 177.03	\$ 39.26	\$ 392.74	\$ 33.36	\$ 426.10	\$ 5.24	\$ 6.14	\$ 1.26	\$ 12.64	\$ 181.69	\$ 183.17	\$ 40.52	\$ 405.38	\$ 33.36	\$ 438.74		
	5	\$ 219.63	\$ 221.28	\$ 48.99	\$ 489.90	\$ 41.70	\$ 531.60	\$ 6.52	\$ 7.68	\$ 1.58	\$ 15.78	\$ 226.15	\$ 228.96	\$ 50.57	\$ 505.68	\$ 41.70	\$ 547.38		
Commercial - Four Yard Bin																			
	1	\$ 75.88	\$ 59.00	\$ 14.98	\$ 149.86	\$ 11.12	\$ 160.98	\$ 2.25	\$ 2.05	\$ 0.48	\$ 4.78	\$ 78.13	\$ 61.05	\$ 15.46	\$ 154.64	\$ 11.12	\$ 165.76		
	2	\$ 118.59	\$ 118.02	\$ 26.29	\$ 262.90	\$ 22.24	\$ 285.14	\$ 3.52	\$ 4.10	\$ 0.85	\$ 8.47	\$ 122.11	\$ 122.12	\$ 27.14	\$ 271.37	\$ 22.24	\$ 293.61		
	3	\$ 161.25	\$ 177.03	\$ 37.59	\$ 375.87	\$ 33.36	\$ 409.23	\$ 4.79	\$ 6.14	\$ 1.21	\$ 12.14	\$ 166.04	\$ 183.17	\$ 38.80	\$ 388.01	\$ 33.36	\$ 421.37		
	4	\$ 203.94	\$ 236.04	\$ 48.88	\$ 488.86	\$ 44.48	\$ 533.34	\$ 6.05	\$ 8.19	\$ 1.58	\$ 15.82	\$ 209.99	\$ 244.23	\$ 50.46	\$ 504.68	\$ 44.48	\$ 549.16		
	5	\$ 246.28	\$ 295.04	\$ 60.15	\$ 601.47	\$ 55.60	\$ 657.07	\$ 7.31	\$ 10.24	\$ 1.95	\$ 19.50	\$ 253.59	\$ 305.28	\$ 62.10	\$ 620.97	\$ 55.60	\$ 676.57		
Commercial - Five Yard Bin																			
	1	\$ 90.34	\$ 73.75	\$ 18.23	\$ 182.32	\$ 13.90	\$ 196.22	\$ 2.68	\$ 2.56	\$ 0.58	\$ 5.82	\$ 93.02	\$ 76.31	\$ 18.81	\$ 188.14	\$ 13.90	\$ 202.04		
	2	\$ 139.20	\$ 147.53	\$ 31.85	\$ 318.58	\$ 27.80	\$ 346.38	\$ 4.13	\$ 5.12	\$ 1.03	\$ 10.28	\$ 143.33	\$ 152.65	\$ 32.88	\$ 328.86	\$ 27.80	\$ 356.66		
	3	\$ 188.91	\$ 221.28	\$ 45.58	\$ 455.77	\$ 41.70	\$ 497.47	\$ 5.61	\$ 7.68	\$ 1.48	\$ 14.77	\$ 194.52	\$ 228.96	\$ 47.06	\$ 470.54	\$ 41.70	\$ 512.24		
	4	\$ 236.82	\$ 295.04	\$ 59.09	\$ 590.95	\$ 55.60	\$ 646.55	\$ 7.03	\$ 10.24	\$ 1.92	\$ 19.19	\$ 243.85	\$ 305.28	\$ 61.01	\$ 610.14	\$ 55.60	\$ 665.74		
	5	\$ 285.31	\$ 368.81	\$ 72.69	\$ 726.81	\$ 69.50	\$ 796.31	\$ 8.47	\$ 12.80	\$ 2.36	\$ 23.63	\$ 293.78	\$ 381.61	\$ 75.05	\$ 750.44	\$ 69.50	\$ 819.94		
Muti Family Recycling Rate																			
	1	\$ 1.56	\$ -	\$ 0.18	\$ 1.74	\$ -	\$ 1.74	\$ 0.05	\$ -	\$ 0.01	\$ 0.06	\$ 1.61	\$ -	\$ 0.19	\$ 1.80	\$ -	\$ 1.80		
Commercial Can (1-Trash 1-Recy)																			
	1	\$ 26.38	\$ 14.75	\$ 4.57	\$ 45.70	\$ 3.52	\$ 49.22	\$ 0.78	\$ 0.51	\$ 0.14	\$ 1.43	\$ 27.16	\$ 15.26	\$ 4.71	\$ 47.13	\$ 3.52	\$ 50.65		
	Extra Cart	\$ 1.92	\$ -	\$ 0.22	\$ 2.14	\$ 1.76	\$ 3.90	\$ 0.06	\$ -	\$ 0.01	\$ 0.07	\$ 1.98	\$ -	\$ 0.23	\$ 2.21	\$ 1.76	\$ 3.97		
	2	\$ 22.37	\$ 59.00	\$ 9.03	\$ 90.40	\$ 7.04	\$ 97.44	\$ 0.66	\$ 2.05	\$ 0.30	\$ 3.01	\$ 23.03	\$ 61.05	\$ 9.33	\$ 93.41	\$ 7.04	\$ 100.45		
	Extra Cart	\$ 3.86	\$ -	\$ 0.44	\$ 4.30	\$ 3.52	\$ 7.82	\$ 0.11	\$ -	\$ 0.01	\$ 0.12	\$ 3.97	\$ -	\$ 0.45	\$ 4.42	\$ 3.52	\$ 7.94		
Multi-family Temp Bin(1 wk rental)																			
	1	\$ 49.51	\$ 44.27	\$ 10.43	\$ 104.21	\$ 8.34	\$ 112.55	\$ 1.47	\$ 1.54	\$ 0.33	\$ 3.34	\$ 50.98	\$ 45.81	\$ 10.76	\$ 107.55	\$ 8.34	\$ 115.89		

City of Solana Beach
Commercial Rates
Effective July 1st, 2024

RSWA Tip Fee 2023 \$ 53.82
RSWA Tip Fee 2024 \$ 55.69
Change \$ 1.87
% Change - Tip Fee 3.47%

CPI Consumer Price Index 12/31/2022 314.384
CPI Consumer Price Index 12/31/2023 323.718
Change 9.3
% Change - CPI (Cap 4%) 2.97%

Description	Frequency per Week	Rates 7.1.2023						Rate Adjustments effective 7.1.24						Rates 7.1.2024					
		Net Operating Expense	Disposal Component	Franchise Fee 10.0%	Customer Total w/o NPDES		Customer Total with NPDES	2.97% Net Operating Expense	3.47% Disposal Component	Franchise Fee 10.0%	Customer Total w/o NPDES		Net Operating Expense	Disposal Component	Franchise Fee 10.0%	Customer Total w/o NPDES		Customer Total with NPDES	
					NPDES	NPDES					NPDES	NPDES							
Commercial - Two Yard Bin																			
	1	\$ 34.55	\$ 37.49	\$ 8.01	\$ 80.05	\$ 6.83	\$ 86.88	\$ 1.03	\$ 1.30	\$ 0.26	\$ 2.59	\$ 35.58	\$ 38.79	\$ 8.27	\$ 82.64	\$ 6.83	\$ 89.47		
	2	\$ 60.00	\$ 65.10	\$ 13.91	\$ 139.01	\$ 13.67	\$ 152.68	\$ 1.78	\$ 2.26	\$ 0.45	\$ 4.49	\$ 61.78	\$ 67.36	\$ 14.36	\$ 143.50	\$ 13.67	\$ 157.17		
	3	\$ 85.29	\$ 92.54	\$ 19.75	\$ 197.58	\$ 20.50	\$ 218.08	\$ 2.53	\$ 3.22	\$ 0.64	\$ 6.39	\$ 87.82	\$ 95.76	\$ 20.39	\$ 203.97	\$ 20.50	\$ 224.47		
	4	\$ 109.78	\$ 119.09	\$ 25.43	\$ 254.30	\$ 27.34	\$ 281.64	\$ 3.26	\$ 4.14	\$ 0.82	\$ 8.22	\$ 113.04	\$ 123.23	\$ 26.25	\$ 262.52	\$ 27.34	\$ 289.86		
	5	\$ 135.86	\$ 147.38	\$ 31.47	\$ 314.71	\$ 34.17	\$ 348.88	\$ 4.03	\$ 5.12	\$ 1.02	\$ 10.17	\$ 139.89	\$ 152.50	\$ 32.49	\$ 324.88	\$ 34.17	\$ 359.05		
	6	\$ 161.22	\$ 174.91	\$ 37.35	\$ 373.48	\$ 41.00	\$ 414.48	\$ 4.79	\$ 6.08	\$ 1.21	\$ 12.08	\$ 166.01	\$ 180.99	\$ 38.56	\$ 385.56	\$ 41.00	\$ 426.56		
Commercial - Three Yard Bin																			
	1	\$ 51.69	\$ 56.09	\$ 11.99	\$ 119.77	\$ 10.25	\$ 130.02	\$ 1.53	\$ 1.95	\$ 0.39	\$ 3.87	\$ 53.22	\$ 58.04	\$ 12.38	\$ 123.64	\$ 10.25	\$ 133.89		
	2	\$ 89.68	\$ 97.28	\$ 20.77	\$ 207.73	\$ 20.50	\$ 228.23	\$ 2.66	\$ 3.38	\$ 0.67	\$ 6.71	\$ 92.34	\$ 100.66	\$ 21.44	\$ 214.44	\$ 20.50	\$ 234.94		
	3	\$ 128.78	\$ 139.72	\$ 29.84	\$ 298.34	\$ 30.75	\$ 329.09	\$ 3.82	\$ 4.85	\$ 0.96	\$ 9.63	\$ 132.60	\$ 144.57	\$ 30.80	\$ 307.97	\$ 30.75	\$ 338.72		
	4	\$ 165.58	\$ 179.67	\$ 38.36	\$ 383.61	\$ 41.00	\$ 424.61	\$ 4.92	\$ 6.24	\$ 1.24	\$ 12.40	\$ 170.50	\$ 185.91	\$ 39.60	\$ 396.01	\$ 41.00	\$ 437.01		
	5	\$ 203.49	\$ 220.76	\$ 47.14	\$ 471.39	\$ 51.26	\$ 522.65	\$ 6.04	\$ 7.67	\$ 1.52	\$ 15.23	\$ 209.53	\$ 228.43	\$ 48.66	\$ 486.62	\$ 51.26	\$ 537.88		
	6	\$ 241.32	\$ 261.83	\$ 55.91	\$ 559.06	\$ 61.51	\$ 620.57	\$ 7.16	\$ 9.10	\$ 1.81	\$ 18.07	\$ 248.48	\$ 270.93	\$ 57.72	\$ 577.13	\$ 61.51	\$ 638.64		
Commercial - Four Yard Bin																			
	1	\$ 68.72	\$ 74.57	\$ 15.91	\$ 159.20	\$ 13.67	\$ 172.87	\$ 2.04	\$ 2.59	\$ 0.51	\$ 5.14	\$ 70.76	\$ 77.16	\$ 16.42	\$ 164.34	\$ 13.67	\$ 178.01		
	2	\$ 119.39	\$ 129.52	\$ 27.66	\$ 276.57	\$ 27.34	\$ 303.91	\$ 3.54	\$ 4.50	\$ 0.89	\$ 8.93	\$ 122.93	\$ 134.02	\$ 28.55	\$ 285.50	\$ 27.34	\$ 312.84		
	3	\$ 170.04	\$ 184.49	\$ 39.39	\$ 393.92	\$ 41.00	\$ 434.92	\$ 5.05	\$ 6.41	\$ 1.27	\$ 12.73	\$ 175.09	\$ 190.90	\$ 40.66	\$ 406.65	\$ 41.00	\$ 447.65		
	4	\$ 220.57	\$ 239.30	\$ 51.09	\$ 510.96	\$ 54.67	\$ 565.63	\$ 6.55	\$ 8.31	\$ 1.65	\$ 16.51	\$ 227.12	\$ 247.61	\$ 52.74	\$ 527.47	\$ 54.67	\$ 582.14		
	5	\$ 271.14	\$ 294.15	\$ 62.81	\$ 628.10	\$ 68.34	\$ 696.44	\$ 8.05	\$ 10.22	\$ 2.03	\$ 20.30	\$ 279.19	\$ 304.37	\$ 64.84	\$ 648.40	\$ 68.34	\$ 716.74		
	6	\$ 321.56	\$ 348.86	\$ 74.50	\$ 744.92	\$ 82.01	\$ 826.93	\$ 9.55	\$ 12.12	\$ 2.41	\$ 24.08	\$ 331.11	\$ 360.98	\$ 76.91	\$ 769.00	\$ 82.01	\$ 851.01		
Commercial - Five Yard Bin																			
	1	\$ 85.73	\$ 93.01	\$ 19.86	\$ 198.60	\$ 17.09	\$ 215.69	\$ 2.55	\$ 3.23	\$ 0.64	\$ 6.42	\$ 88.28	\$ 96.24	\$ 20.50	\$ 205.02	\$ 17.09	\$ 222.11		
	2	\$ 149.06	\$ 161.73	\$ 34.53	\$ 345.32	\$ 34.17	\$ 379.49	\$ 4.43	\$ 5.62	\$ 1.12	\$ 11.17	\$ 153.49	\$ 167.35	\$ 35.65	\$ 356.49	\$ 34.17	\$ 390.66		
	3	\$ 212.37	\$ 230.39	\$ 49.20	\$ 491.96	\$ 51.26	\$ 543.22	\$ 6.31	\$ 8.01	\$ 1.59	\$ 15.91	\$ 218.68	\$ 238.40	\$ 50.79	\$ 507.87	\$ 51.26	\$ 559.13		
	4	\$ 311.23	\$ 337.68	\$ 72.09	\$ 721.00	\$ 68.34	\$ 789.34	\$ 9.24	\$ 11.73	\$ 2.33	\$ 23.30	\$ 320.47	\$ 349.41	\$ 74.42	\$ 744.30	\$ 68.34	\$ 812.64		
	5	\$ 338.79	\$ 367.56	\$ 78.49	\$ 784.84	\$ 85.43	\$ 870.27	\$ 10.06	\$ 12.77	\$ 2.54	\$ 25.37	\$ 348.85	\$ 380.33	\$ 81.03	\$ 810.21	\$ 85.43	\$ 895.64		
	6	\$ 402.53	\$ 436.72	\$ 93.25	\$ 932.50	\$ 102.51	\$ 1,035.01	\$ 11.95	\$ 15.17	\$ 3.01	\$ 30.13	\$ 414.48	\$ 451.89	\$ 96.26	\$ 962.63	\$ 102.51	\$ 1,065.14		

City of Solana Beach
Commercial Rates
Effective July 1st, 2024

RSWA Tip Fee 2023 \$ 53.82
RSWA Tip Fee 2024 \$ 55.69
Change \$ 1.87
% Change - Tip Fee 3.47%

CPI Consumer Price Index 12/31/2022 314,384
CPI Consumer Price Index 12/31/2023 323,718
Change 9.3
% Change - CPI (Cap 4%) 2.97%

Description	Frequency per Week	Rates 7.1.2023						Rate Adjustments effective 7.1.24				Rates 7.1.2024					
		Net Operating Expense	Disposal Component	Franchise Fee 10.0%	Customer Total w/o NPDES		Customer Total with NPDES	2.97% Net Operating Expense	3.47% Disposal Component	Franchise Fee 10.0%	Customer Total w/o NPDES	Net Operating Expense	Disposal Component	Franchise Fee 10.0%	Customer Total w/o NPDES		Customer Total with NPDES
					NPDES	NPDES									NPDES	NPDES	
Commercial Rates - Trash																	
Commercial Rates - Recycle																	
Recycle - Two Yard Bin																	
	1	\$ 44.02	\$ -	\$ 4.89	\$ 48.91	\$ 6.83	\$ 55.74	\$ 1.31	\$ -	\$ 0.15	\$ 1.46	\$ 45.33	\$ -	\$ 5.04	\$ 50.37	\$ 6.83	\$ 57.20
	2	\$ 80.62	\$ -	\$ 8.96	\$ 89.58	\$ 13.67	\$ 103.25	\$ 2.39	\$ -	\$ 0.27	\$ 2.66	\$ 83.01	\$ -	\$ 9.23	\$ 92.24	\$ 13.67	\$ 105.91
	3	\$ 116.73	\$ -	\$ 12.97	\$ 129.70	\$ 20.50	\$ 150.20	\$ 3.47	\$ -	\$ 0.39	\$ 3.86	\$ 120.20	\$ -	\$ 13.36	\$ 133.56	\$ 20.50	\$ 154.06
	4	\$ 152.84	\$ -	\$ 16.99	\$ 169.83	\$ 27.34	\$ 197.17	\$ 4.54	\$ -	\$ 0.50	\$ 5.04	\$ 157.38	\$ -	\$ 17.49	\$ 174.87	\$ 27.34	\$ 202.21
	5	\$ 188.95	\$ -	\$ 21.01	\$ 209.96	\$ 34.17	\$ 244.13	\$ 5.61	\$ -	\$ 0.62	\$ 6.23	\$ 194.56	\$ -	\$ 21.63	\$ 216.19	\$ 34.17	\$ 250.36
Recycle - Three Yard Bin																	
	1	\$ 53.20	\$ -	\$ 5.91	\$ 59.11	\$ 10.25	\$ 69.36	\$ 1.58	\$ -	\$ 0.18	\$ 1.76	\$ 54.78	\$ -	\$ 6.09	\$ 60.87	\$ 10.25	\$ 71.12
	2	\$ 96.53	\$ -	\$ 10.72	\$ 107.25	\$ 20.50	\$ 127.75	\$ 2.87	\$ -	\$ 0.32	\$ 3.19	\$ 99.40	\$ -	\$ 11.04	\$ 110.44	\$ 20.50	\$ 130.94
	3	\$ 139.84	\$ -	\$ 15.55	\$ 155.39	\$ 30.75	\$ 186.14	\$ 4.15	\$ -	\$ 0.46	\$ 4.61	\$ 143.99	\$ -	\$ 16.01	\$ 160.00	\$ 30.75	\$ 190.75
	4	\$ 183.13	\$ -	\$ 20.36	\$ 203.49	\$ 41.00	\$ 244.49	\$ 5.44	\$ -	\$ 0.60	\$ 6.04	\$ 188.57	\$ -	\$ 20.96	\$ 209.53	\$ 41.00	\$ 250.53
	5	\$ 226.47	\$ -	\$ 25.17	\$ 251.64	\$ 51.26	\$ 302.90	\$ 6.72	\$ -	\$ 0.75	\$ 7.47	\$ 233.19	\$ -	\$ 25.92	\$ 259.11	\$ 51.26	\$ 310.37
Recycle - Four Yard Bin																	
	1	\$ 58.98	\$ -	\$ 6.55	\$ 65.53	\$ 13.67	\$ 79.20	\$ 1.75	\$ -	\$ 0.19	\$ 1.94	\$ 60.73	\$ -	\$ 6.74	\$ 67.47	\$ 13.67	\$ 81.14
	2	\$ 109.52	\$ -	\$ 12.16	\$ 121.68	\$ 27.34	\$ 149.02	\$ 3.25	\$ -	\$ 0.36	\$ 3.61	\$ 112.77	\$ -	\$ 12.52	\$ 125.29	\$ 27.34	\$ 152.63
	3	\$ 160.08	\$ -	\$ 17.78	\$ 177.86	\$ 41.00	\$ 218.86	\$ 4.75	\$ -	\$ 0.53	\$ 5.28	\$ 164.83	\$ -	\$ 18.31	\$ 183.14	\$ 41.00	\$ 224.14
	4	\$ 210.62	\$ -	\$ 23.40	\$ 234.02	\$ 54.67	\$ 288.69	\$ 6.25	\$ -	\$ 0.69	\$ 6.94	\$ 216.87	\$ -	\$ 24.09	\$ 240.96	\$ 54.67	\$ 295.63
	5	\$ 261.16	\$ -	\$ 29.02	\$ 290.18	\$ 68.34	\$ 358.52	\$ 7.75	\$ -	\$ 0.86	\$ 8.61	\$ 268.91	\$ -	\$ 29.88	\$ 298.79	\$ 68.34	\$ 367.13
Recycle - Five Yard Bin																	
	1	\$ 66.21	\$ -	\$ 7.35	\$ 73.56	\$ 17.09	\$ 90.65	\$ 1.97	\$ -	\$ 0.22	\$ 2.19	\$ 68.18	\$ -	\$ 7.57	\$ 75.75	\$ 17.09	\$ 92.84
	2	\$ 123.97	\$ -	\$ 13.77	\$ 137.74	\$ 34.17	\$ 171.91	\$ 3.68	\$ -	\$ 0.41	\$ 4.09	\$ 127.65	\$ -	\$ 14.18	\$ 141.83	\$ 34.17	\$ 176.00
	3	\$ 181.72	\$ -	\$ 20.19	\$ 201.91	\$ 51.26	\$ 253.17	\$ 5.40	\$ -	\$ 0.60	\$ 6.00	\$ 187.12	\$ -	\$ 20.79	\$ 207.91	\$ 51.26	\$ 259.17
	4	\$ 239.50	\$ -	\$ 26.60	\$ 266.10	\$ 68.34	\$ 334.44	\$ 7.11	\$ -	\$ 0.79	\$ 7.90	\$ 246.61	\$ -	\$ 27.39	\$ 274.00	\$ 68.34	\$ 342.34
	5	\$ 297.25	\$ -	\$ 33.02	\$ 330.27	\$ 85.43	\$ 415.70	\$ 8.83	\$ -	\$ 0.98	\$ 9.81	\$ 306.08	\$ -	\$ 34.00	\$ 340.08	\$ 85.43	\$ 425.51
Commercial Cardboard Recycling																	
<u>2 - Yards</u>																	
	1 x week	\$ 30.62	\$ -	\$ 3.40	\$ 34.02	\$ 6.83	\$ 40.85	\$ 0.91	\$ -	\$ 0.10	\$ 1.01	\$ 31.53	\$ -	\$ 3.50	\$ 35.03	\$ 6.83	\$ 41.86
<u>3 - Yards</u>																	
	1 x week	\$ 45.92	\$ -	\$ 5.10	\$ 51.02	\$ 10.25	\$ 61.27	\$ 1.36	\$ -	\$ 0.15	\$ 1.51	\$ 47.28	\$ -	\$ 5.25	\$ 52.53	\$ 10.25	\$ 62.78
<u>4 - Yards</u>																	
	1 x week	\$ 61.19	\$ -	\$ 6.81	\$ 68.00	\$ 13.67	\$ 81.67	\$ 1.82	\$ -	\$ 0.20	\$ 2.02	\$ 63.01	\$ -	\$ 7.01	\$ 70.02	\$ 13.67	\$ 83.69
<u>5 - Yards</u>																	
	1 x week	\$ 76.72	\$ -	\$ 8.53	\$ 85.25	\$ 17.09	\$ 102.34	\$ 2.28	\$ -	\$ 0.25	\$ 2.53	\$ 79.00	\$ -	\$ 8.78	\$ 87.78	\$ 17.09	\$ 104.87

City of Solana Beach
Commercial Rates
Effective July 1st, 2024

RSWA Tip Fee 2023	\$ 53.82
RSWA Tip Fee 2024	\$ 55.69
Change	\$ 1.87
% Change - Tip Fee	<u>3.47%</u>

CPI Consumer Price Index 12/31/2022	314.384
CPI Consumer Price Index 12/31/2023	<u>323.718</u>
Change	9.3
% Change - CPI (Cap 4%)	<u>2.97%</u>

Description	Frequency per Week	Rates 7.1.2023					Rate Adjustments effective 7.1.24				Rates 7.1.2024						
		Net Operating Expense	Disposal Component	Franchise Fee 10.0%	Customer Total w/o NPDES	Customer Total with NPDES	2.97% Net Operating Expense	3.47% Disposal Component	Franchise Fee 10.0%	Customer Total w/o NPDES	Net Operating Expense	Disposal Component	Franchise Fee 10.0%	Customer Total w/o NPDES	Customer Total with NPDES		
Commercial Rates - Trash																	
OTHER FEES:																	
Bin Exchange		\$ 43.07	\$ -	\$ 4.78	\$ 47.85	\$ -	\$ 47.85	\$ 1.28	\$ -	\$ 0.14	\$ 1.42	\$ 44.35	\$ -	\$ 4.92	\$ 49.27	\$ -	\$ 49.27
Lock Fees		\$ 9.14	\$ -	\$ 1.02	\$ 10.16	\$ -	\$ 10.16	\$ 0.27	\$ -	\$ 0.03	\$ 0.30	\$ 9.41	\$ -	\$ 1.05	\$ 10.46	\$ -	\$ 10.46
Pull Out Fees																	
16' - 50' per bin, per number of service days		\$ 4.15	\$ -	\$ 0.46	\$ 4.61	\$ -	\$ 4.61	\$ 0.12	\$ -	\$ 0.01	\$ 0.13	\$ 4.27	\$ -	\$ 0.47	\$ 4.74	\$ -	\$ 4.74
51' or more per bin, per number of service day:		\$ 5.63	\$ -	\$ 0.62	\$ 6.25	\$ -	\$ 6.25	\$ 0.17	\$ -	\$ 0.02	\$ 0.19	\$ 5.80	\$ -	\$ 0.64	\$ 6.44	\$ -	\$ 6.44
Reinstate Fee:		\$ 26.93	\$ -	\$ 3.00	\$ 29.93	\$ -	\$ 29.93	\$ 0.80	\$ -	\$ 0.09	\$ 0.89	\$ 27.73	\$ -	\$ 3.09	\$ 30.82	\$ -	\$ 30.82
Late Fee: Minimum \$3 charge on any delinquent account		\$ 2.70	\$ -	\$ 0.30	\$ 3.00	\$ -	\$ 3.00					\$ 2.70	\$ -	\$ 0.30	\$ 3.00	\$ -	\$ 3.00
Bulky Items		\$ 30.23	\$ 9.88	\$ 4.46	\$ 44.57	\$ -	\$ 44.57	\$ 0.90	\$ 0.34	\$ 0.14	\$ 1.38	\$ 31.13	\$ 10.22	\$ 4.60	\$ 45.95	\$ -	\$ 45.95
Each Addtl Bulky Item		\$ 4.10	\$ 1.34	\$ 0.61	\$ 6.05	\$ -	\$ 6.05	\$ 0.12	\$ 0.05	\$ 0.02	\$ 0.19	\$ 4.22	\$ 1.39	\$ 0.63	\$ 6.24	\$ -	\$ 6.24
Recycling Contamination Fee		\$ 34.72	\$ 9.88	\$ 4.95	\$ 49.55	\$ -	\$ 49.55	\$ 1.03	\$ 0.34	\$ 0.15	\$ 1.52	\$ 35.75	\$ 10.22	\$ 5.10	\$ 51.07	\$ -	\$ 51.07
Overage Fee		\$ 34.61	\$ 9.88	\$ 4.94	\$ 49.43	\$ -	\$ 49.43	\$ 1.03	\$ 0.34	\$ 0.15	\$ 1.52	\$ 35.64	\$ 10.22	\$ 5.09	\$ 50.95	\$ -	\$ 50.95
Cart Delivery Fee		\$ 16.15	\$ -	\$ 1.80	\$ 17.95	\$ -	\$ 17.95	\$ 0.48	\$ -	\$ 0.05	\$ 0.53	\$ 16.63	\$ -	\$ 1.85	\$ 18.48	\$ -	\$ 18.48
Extra Pickup All Bin Sizes		\$ 40.49	\$ -	\$ 4.50	\$ 44.99	\$ -	\$ 44.99	\$ 1.20	\$ -	\$ 0.13	\$ 1.33	\$ 41.69	\$ -	\$ 4.63	\$ 46.32	\$ -	\$ 46.32

City of Solana Beach
Commercial Commingled Organics
Effective July 1st, 2024

CPI Consumer Price Index 12/31/2022	314.384
CPI Consumer Price Index 12/31/2023	323.718
Change	9.334
% Change - CPI (cap 4%)	<u>2.969%</u>

Current Rates Effective July 1st, 2023

Commercial Commingled Organics

1st Container

<u>Size</u>	<u>Frequency</u>			<u>Extra Pickup</u>
	<u>1</u>	<u>2</u>	<u>3</u>	
Cart (65 gl)	\$ 98.38	\$ 196.75	\$ 295.11	\$ 39.35
Cart (96 gl)	\$ 110.94	\$ 221.89	\$ 332.85	\$ 44.39
2 CY	\$ 179.93	\$ 359.88	\$ 539.80	\$ 71.97

Each Additional Container

<u>Size</u>	<u>Frequency</u>		
	<u>1</u>	<u>2</u>	<u>3</u>
Cart (65 gl)	\$ 93.45	\$ 186.91	\$ 280.35
Cart (96 gl)	\$ 105.40	\$ 210.81	\$ 316.20
2 CY	\$ 170.94	\$ 341.87	\$ 512.82

Proposed Rates Effective July 1st, 2024

Commercial Commingled Organics

1st Container

<u>Size</u>	<u>Frequency</u>			<u>Extra Pickup</u>	<u>% Incr</u>
	<u>1</u>	<u>2</u>	<u>3</u>		
Cart (65 gl)	\$ 101.30	\$ 202.59	\$ 303.87	\$ 40.52	2.97%
Cart (96 gl)	\$ 114.23	\$ 228.48	\$ 342.73	\$ 45.71	2.97%
2 CY	\$ 185.27	\$ 370.56	\$ 555.83	\$ 74.11	2.97%

Each Additional Container

<u>Size</u>	<u>Frequency</u>			<u>% Incr</u>
	<u>1</u>	<u>2</u>	<u>3</u>	
Cart (65 gl)	\$ 96.22	\$ 192.46	\$ 288.67	2.97%
Cart (96 gl)	\$ 108.53	\$ 217.07	\$ 325.59	2.97%
2 CY	\$ 176.02	\$ 352.02	\$ 528.05	2.97%



Memo

To: James Eggart, General Manager- RSWA
From: Steve South, CEO- EDCO
Date: February 20th 2024
Re: RSWA Tip Fee Calculation for FY 2024/25

As specified in the disposal contract between our organizations, the following formula is used to calculate the RSWA tip fee for the upcoming fiscal year beginning July 1, 2024. Please refer to the attached spreadsheet for 2023 tonnage data and the Consumer Price Index used in the calculation.

The LA-Long Beach-Anaheim CPI for all Urban Consumers increased 3.47% from December 2022 to December 2023.

- $\frac{2}{3}$ (or .6667) of the current tip fee increases by the change in the CPI of 3.47%. $\frac{2}{3} \times 3.47\% = 2.3134\%$.
- $\frac{1}{3}$ (or .3333) of the current tip fee changes by the difference between the CPI increase of 3.47% and the percentage change in solid waste tonnage generated by RSWA cities from the previous calendar year. In 2023, RSWA tonnage decreased -.4% when compared to 2022 and therefore will be adjusted at the CPI rate of 3.47%
- $\frac{1}{3}$ (or .3333) of 3.47% = 1.1566%.
- The combined effect of the CPI (2.3134%) and the decreased tonnage calculation (1.1566%), results in an allowable increase of 3.47% applied to the entire rate.

1. Del Mar, Encinitas, Solana Beach and Vista Tip Fee Calculation.

The current tip fee of \$53.82 per ton is increased 3.47% resulting in an increase of \$1.87 per ton. The new tip fee for these four cities on July 1, 2024 is \$55.69 per ton.

2. National City & Poway

The current tip fee in these two cities of \$48.53 is increased 3.47% resulting in an increase of \$1.68 per ton. The new tip fee for these cities on July 1, 2024 is \$50.21 per ton.

3. Volume Rebate Calculation

The current annual volume rebate of \$401,852 is multiplied by the CPI capped increase of 3.47%, which generates an additional \$13,944.26 in rebate revenue. The adjusted volume rebate is \$415,796.26. 1/3 of this amount (\$138,598.75), is adjusted by the percentage change in tonnage generated in 2023 compared to 2022, (-.4%). Since the tonnage change is negative, it results in 0% change for this component of the rate. Therefore, the total volume rebate payable to RSWA beginning July 1, 2024 is \$415,796.26.

Please review these calculations at your earliest convenience so we may proceed with rate changes in all RSWA cities.



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Daniel King, Interim City Manager
MEETING DATE: April 10, 2024
ORIGINATING DEPT: Public Works Department
SUBJECT: **City Council Consideration of Resolution 2024-031 Awarding Two Professional Service Agreements for Handyman Services with Lalley Construction and Real Estate Consulting and Services, Inc., for On-Call, As-Needed Repair Services for Fiscal Year 2024/25**

BACKGROUND:

A Request for Proposals (RFP) for as-needed Handyman Services was posted in February 2024. These services include general contracting and electrical repair services on City facilities. Staff posted the RFP to the City's electronic procurement system to solicit proposals from private industry service providers. Two proposals were received by the closing date of March 6, 2024.

This item is before the City Council for the consideration of Resolution 2024-031 (Attachment 1), which would authorize the City Manager to execute two Professional Services Agreements (PSA), the first with Lalley Construction (Lalley) and the second with Real Estate Consulting and Services, Inc., (Real Estate), for one year, with an option to extend either or both PSAs for four additional one-year terms at the City's discretion.

DISCUSSION:

City Staff has developed a list of repairs and maintenance required for City Hall, the Fletcher Cove Community Center, La Colonia Park, the Public Works Maintenance Facility, and the Fire Station. Upon completion of Staff's assessment, it is apparent that the required maintenance and repair for these facilities requires the professional services of an additional maintenance and repair service provider to respond to the needed repair work in a timely manner while maintaining the operation of facilities.

CITY COUNCIL ACTION:

It is important to note that last year, as part of the Work Plan and budget process discussions, the City Council approved Resolution 2022-041 authorizing the City Manager to increase the compensation of the on-board handyman service provider from \$14,000 to \$25,000 and to execute a new PSA with a second handyman service provider with a compensation amount of \$25,000. Unfortunately, the new handyman service provider declined to execute a PSA and funding for the second handyman services was never appropriated. Due to the high volume of work and increased deferred maintenance demands, Staff continued to pursue the possibility of bringing a second handyman on board for the next fiscal year.

An RFP was issued in February 2024 to request proposals for as-needed services such as repairs and maintenance for City-wide facilities. This work includes specific items such as electrical, plumbing, flooring, framing, drywall, painting, and other general building maintenance work. The City received two proposals. One from Lalley and a second proposal from Real Estate. Both proposals were evaluated by in-house Staff based on qualifications, previous experience, ability to be on-site within an hour of notification for emergency service calls, compliance with City specifications, and cost effectiveness.

Staff has used the services of Lalley Construction since 2009 for repairs to City facilities including the Fire Station, City Hall, Marine Safety Building, La Colonia Park, Fletcher Cove Park and electrical repairs on the Coastal Rail Trail. Jake Lalley is a one-person operation skilled in most maintenance and repair work such as carpentry, electrical, concrete, masonry, dry wall, plumbing and other related trades. Jake is also providing the same services for the City of Del Mar. Mr. Lalley is one of the best in the industry and Staff is very pleased with his performance. Staff is recommending continuing contracting for his services. Due to Mr. Lalley's limited availability and the high volume of work, Staff has also determined that Real Estate is a good fit for the City's needs. Real Estate is well qualified and able to perform the required facilities maintenance. Real Estate possesses a Class B contractor's license, C21 Demolition License, C10 Electrical License, and C33 Painting and Decorating License, which minimizes the need to bring in additional contractors for specialized repairs.

Additionally, the hourly rates of both Mr. Lalley and Real Estate for performing various maintenance tasks are cost-effective and comparable to current industry standards. The two tables below demonstrate hourly rates for each contractor for the specific required services.

TABLE 1: LABOR RATE PER HOUR

Real Estate Consulting and Services, Inc.	Year 1	Year 2	Year 3	Year 4	Year 5
General Maintenance & Repairs	\$98	\$103	\$108	\$113	\$118
Electrical	\$104	\$104	\$109	\$114	\$119
Carpentry	\$92	\$97	\$102	\$107	\$112
Plumbing	\$120	\$124	\$128	\$132	\$136

Lalley Construction	Year 1	Year 2	Year 3	Year 4	Year 5
General Maintenance & Repairs, Electrical, Carpentry, Plumbing,	\$80	\$80	\$80	\$80	\$80

The required maintenance and repair for these facilities are well within the expertise of Lalley and Real Estate. Staff is recommending the City enter into Professional Services Agreements with both Lalley Construction and Real Estate for as-needed repair services.

CEQA COMPLIANCE STATEMENT:

All work covered by this agreement is exempt per Section 15301(a) of the State CEQA Guidelines pursuant to the California Environmental Quality Act.

FISCAL IMPACT:

Council is being asked to consider approving two Professional Services Agreements, one with Lalley Construction and the other with Real Estate. The compensation under consideration, with Lalley Construction, is an amount not to exceed \$25,000, per fiscal year. The compensation under consideration, with Real Estate Consulting Services, is an amount not to exceed \$50,000, per fiscal year.

Council is also being asked to consider adding \$5,000 to the contract amount with Real Estate for fiscal year 2024/25 only, for a total not to exceed amount of \$55,000.

In addition, the City was awarded \$5,000 from the Fiscal Year (FY) 2022/23 CalRecycle Beverage Container Grant, which needs to be spent between April 18, 2023 and March 1, 2025. Solana Beach was awarded \$5,000 based on population size. The purpose of the CalRecycle Beverage Container Grant is to provide funding for jurisdictions to reach and maintain an 80 percent recycling rate for all California Refund Value beverage

containers. The funding can be spent on projects related to beverage container recycling, litter cleanup activities, and water refill stations. Through the contract with Real Estate, a new refill water station will be installed at La Colonia Community Center with this grant.

The FY 2024/25 Adopted Budget appropriated \$25,000 for maintenance and repair services to City facilities. If the agreement with Real Estate is approved, an additional \$55,000 would need to be appropriated from the General Fund into the Public Facilities Maintenance, Professional Services Operating Budget.

WORK PLAN:

N/A

OPTIONS:

- Approve Staff recommendation.
- Deny Staff recommendation and provide direction.

DEPARTMENT RECOMMENDATION:

Staff recommends that the City Council adopt Resolution 2024-031:

1. Authorizing the City Manager to execute a Professional Services Agreement, with Lalley Construction, for a not to exceed amount of \$25,000, for on-call, as-needed repair services for Fiscal Year 2024/25.
2. Authorizing the City Manager to execute a Professional Services Agreement, with Real Estate for a not to exceed amount of \$55,000, for on-call, as-needed repair services for Fiscal Year 2024/25 only, and \$50,000 in each subsequent year.
3. Authorizing the City Manager to extend the agreements for up to four additional years at the City's option in an amount not to exceed \$25,000 per year with Lalley Construction, and \$50,000 per year with Real Estate Consulting and Services, Inc.
4. Appropriating \$55,000 from the General Fund, Undesignated Reserves to the Public Facilities Maintenance, Professional Services Operating Budget.
5. Authorizing the City Treasurer to amend the Fiscal Year 2024/25 Adopted Budget accordingly.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation

A handwritten signature in blue ink, appearing to read 'Daniel King', written over a horizontal line.

Daniel King, Interim City Manager

Attachments:

1. Resolution 2024-031

RESOLUTION 2024-031

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO AWARD A PROFESSIONAL SERVICES AGREEMENTS TO LALLEY CONSTRUCTION AND REAL ESTATE CONSULTING AND SERVICES, INC. FOR ON-CALL, AS-NEEDED REPAIR SERVICES

WHEREAS, City Staff has developed a list of repairs and maintenance required for City Hall, the Fletcher Cove Community Center, La Colonia Park, the Public Works Maintenance Facility, and the Fire Station. Upon completion of Staff's assessment, it is apparent that the required maintenance and repair for these facilities requires the professional services of an additional maintenance and repair service provider to complete repairs in a timely manner and ensure occupant comfort; and

WHEREAS, a Request for Proposals (RFP) for as-needed Handyman Services was posted in February 2024; and

WHEREAS, Staff posted the RFP to the City's electronic procurement system to solicit proposals from private industry service providers; and

WHEREAS, staff received one proposal from Lalley Construction (Lalley) and one from the Real Estate Consulting and Services, Inc., (Real Estate); and

WHEREAS, City staff evaluated by in-house staff based on qualifications, previous experience, ability to be on-site within an hour of notification for emergency service calls, compliance with City specifications, and cost effectiveness and is recommending entering into contracts with both Lalley and Real Estate; and

WHEREAS, The City of Solana Beach was awarded \$5,000 from the Fiscal Year 2022/23 CalRecycle Beverage Container Grant, which needs to be spent between April 18, 2023 and March 1, 2025.

NOW, THEREFORE, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the foregoing recitations are true and correct.
2. That the City Council authorizes the City Manager to execute a Professional Services Agreement with Lalley Construction, for a not to exceed amount of \$25,000, for on-call, as-needed repair services for Fiscal Year 2024/25.
3. That the City Council authorizes the City Manager to execute a Professional Services Agreement with Real Estate for a not to exceed amount of \$55,000, for

on-call, as-needed repair services for Fiscal Year 2024/25 only, and \$50,000 in each subsequent year.

4. That the City Council authorizes the City Manager to extend the agreement for up to four additional years at the City's option in an amount not to exceed \$25,000 per year with Lalley Construction, and \$50,000 per year with Real Estate Consulting and Services, Inc.
5. That the City Council appropriates \$50,000 from the General Fund, Undesignated Reserves to the Public Facilities Maintenance, Professional Services Operating Budget
6. That the City Council authorizes the City Treasurer to amend the Fiscal Year 2024/25 Adopted Budget accordingly.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Solana Beach, California, held on the 10th day of April 2024 by the following vote.

AYES: Councilmembers –
NOES: Councilmembers –
ABSENT: Councilmembers –
ABSTAIN: Councilmembers –

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Daniel King, Interim City Manager
MEETING DATE: April 10, 2024
ORIGINATING DEPT: Public Works Department
SUBJECT: **City Council Consideration of Resolution 2024-033 Awarding a Professional Services Agreement and a Construction Contract with 24 Hour Elevator, Inc., for Maintenance Services and Modernization**

BACKGROUND:

A Request for Bid (RFB) for as needed, on-call Elevator Maintenance Services and Modernization was posted in February 2024. Staff posted the RFB to the City's electronic procurement system to solicit proposals from private industry service providers. No proposals were received by March 12, 2024, the closing date. Since no proposals were received, Staff reached out to 24 Hour Elevator, the current elevator maintenance provider, for them to prepare and submit a proposal for the work specified in the RFB.

This item is before the City Council for the consideration of Resolution 2024-033 (Attachment 1) authorizing the City Manager to execute a Professional Services Agreement (PSA) with 24 Hour Elevator for one year and to authorize the City Manager to extend the PSA for four additional one-year terms, at the City's discretion, for on-call, as-needed Elevator Maintenance Services and modernization upgrades for Fiscal Year (FY) 2024/25 only.

DISCUSSION:

As part of the annual elevator inspection performed by the State of California, several required upgrades to the City Hall elevator were noted. To stay in compliance with elevator safety regulations, the elevator requires modernization upgrades, which include: replacing the elevator controller with a new microprocessor controller; installing a new submersible power unit consisting of an IMO hydraulic pump, Imperial Motor, Maxton Valve, and Chamber Muffler; installing an ADA compliant lantern; installing new state of the art closed GAL MOVFR II door operator; installing a code compliant car apron; and installing new limit switches in the hoist way to meet new code requirements.

COUNCIL ACTION:

The City has had a contract with 24 Hour Elevator, Inc. for elevator preventative maintenance services and repairs since 2014. Since the City did not receive any construction bids for the modernization upgrades to the passenger elevator, Staff negotiated a contract directly with 24 Hour Elevator, Inc. for the required upgrades. Per Section 20166 of the California Public Contract Code, if no bids are received in response to an advertisement for construction bids, the City may proceed with the project without further complying with that section of the California Public Contract Code.

The proposal submitted by 24 Hour Elevator, Inc., for the modernization upgrades to the City Hall Passenger Elevator is \$89,800. Staff is recommending a contingency of \$8,980 (10%) for unforeseen changes. The estimated construction contract, including contingency, is \$98,780.

The project to modernize the passenger elevator is identified in the Capital Improvement Plan (CIP) project fund for the FY 2024/25 Adopted Budget. The allocated amount for this project is \$100,000.

The monthly inspection and maintenance service as required by the State of California includes regular and systematic examination, adjustments, lubrications of all electrical, hydraulic, and motor generated components. In addition to the construction contract with 24 Hour Elevator, Staff recommends awarding a PSA with 24 Hour Elevator, Inc., for monthly inspections and maintenance services in the annual proposal amount for each subsequent year. The cost of such services is shown below in Table 1.

TABLE 1:

Agreement Terms	Proposal Amount Per Month	Annual Proposal Amount
Year One	\$194.48	\$2,333.76
Year Two	\$204.20	\$2,450.40
Year Three	\$214.41	\$2,572.92
Year Four	\$225.14	\$2,701.68
Year Five	\$236.40	\$2,836.80

In addition, Staff recommends adding \$2,500 to the annual proposal amount, to each subsequent year, for unanticipated and as-needed repair services.

CEQA COMPLIANCE STATEMENT:

The project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301(a) of the State CEQA Guidelines.

FISCAL IMPACT:

The Capital Improvement Plan budget includes \$100,000 for the City Hall Elevator modernization upgrades. As noted above, the estimated construction cost, including contingency, should not exceed \$98,780.

The Facilities Maintenance of Building and Grounds fund includes \$2,500 for the City Hall Elevator monthly inspections in the FY 2024/25 Adopted Budget. Staff recommends an additional \$2,500 be included in Facilities Maintenance of Building and Grounds fund for on-call, as-needed Elevator Maintenance Services, in each subsequent year.

WORK PLAN:

The modernization upgrades are consistent with Item B.7 of the Community Character Priorities of the FY 2023/24 Work Plan.

OPTIONS:

- Approve Staff recommendation.
- Approve Staff recommendation with modifications.
- Provide direction.

DEPARTMENT RECOMMENDATION:

Staff recommends the City Council adopt Resolution 2024-033:

1. Authorizing the City Manager to award a construction contract to 24 Hour Elevator Inc., in the amount of \$89,800, and a contingency amount of \$8,980, for a total, not to exceed amount of \$98,780 for FY 2024/25 for elevator modernization upgrades.
2. Authorizing the City Manager to approve cumulative change orders up to the construction contingency amount.
3. Authorizing the City Manager to execute a Professional Services Agreement with 24 Hour Elevator, Inc., in the amount not to exceed \$4,833.76 for FY 2024/25, \$4,950.40 for FY 2025/26, \$5,072.92 for FY 2026/27, \$5,201.68 for FY 2027/28, \$5,336.80 for FY 2028/29 for monthly inspections, and for on-call, as-needed services.
4. Authorizing the City Treasurer to amend the FY 2024/25 Adopted Budget accordingly.

CITY MANAGER’S RECOMMENDATION:

Approve Department Recommendation



Daniel King, Interim City Manager

Attachments:

1. Resolution 2024-033

RESOLUTION 2024-033

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO AWARD A PROFESSIONAL SERVICES AGREEMENT AND CONSTRUCTION CONTRACT TO 24 HOUR ELEVATOR, INC. FOR ON-CALL, AS-NEEDED REPAIR SERVICES AND MODERNIZATION UPGRADES

WHEREAS, as part of the annual elevator inspection performed by the State of California, several required upgrades to the City Hall elevator were noted. To stay in compliance with elevator safety regulations, the elevator requires a modernization upgrade; and

WHEREAS, a Request for Bid (RFB) for as needed, on-call Elevator Maintenance Services and Modernization was posted in February 2024; and

WHEREAS, Staff posted the RFB to the City's electronic procurement system to solicit proposals from private industry service providers. No proposals were received by March 12, 2024, the closing date; and

WHEREAS, since the City did not receive any construction bids for the modernization upgrades to the passenger elevator, Staff negotiated a contract directly with 24 Hour Elevator, Inc. for the required upgrades. Per Section 20166 of the California Public Contract Code, if no bids are received in response to an advertisement for construction bids, the City may proceed with the project without further complying with that section of the California Public Contract Code; and

WHEREAS, the proposal submitted by 24 Hour Elevator, Inc., for the modernization upgrades to the City Hall Passenger Elevator is \$89,800. Staff is recommending a contingency of \$8,980 (10%). The estimated construction contract, including contingency, is \$98,780; and

WHEREAS, in addition to the construction contract with 24 Hour Elevator, Staff recommends awarding a PSA to 24 Hour Elevator, Inc., for monthly inspections and maintenance services in the annual proposal amount for each subsequent year. In addition, Staff recommends adding \$2,500, to the annual maintenance services amount, to each subsequent year, for as-needed services; and

WHEREAS, the Capital Improvement Plan (CIP) budget includes \$100,000 for the City Hall Elevator modernization upgrades. As noted above, the estimated construction cost, including contingency, should not exceed \$98,780; and

WHEREAS, the Facilities Maintenance of Building and Grounds fund includes around \$2,500 for the City Hall Elevator monthly inspections in the FY 2024/25 Adopted Budget. Staff recommends an additional \$2,500 be included in Facilities Maintenance of

Building and Grounds fund for on-call, as-needed Elevator Maintenance Services, in each subsequent year.

NOW, THEREFORE, the City Council of the City of Solana Beach, California, does resolve as follows:

1. That the foregoing recitations are true and correct.
2. That the City Council authorizes the City Manager to award a construction contract to 24 Hour Elevator Inc., in the amount of \$89,800, and a contingency amount of \$8,980, for a total, not to exceed amount of \$98,780 for FY 2024/25 for elevator modernization upgrades.
3. That the City Council authorizes the City Manager to approve cumulative change orders up to the construction contingency amount
4. That the City Council authorizes the City Manager to execute a Professional Services Agreement with 24 Hour Elevator, Inc., in the amount not to exceed \$4,833.76 for FY 2024/25, \$4,950.40 for FY 2025/26, \$5,072.92 for FY 2026/27, \$5,201.68 for FY 2027/28, \$5,336.80 for FY 2028/29 for monthly inspections, and for on-call, as-needed services.
5. That the City Council authorizes the City Treasurer to amend the Fiscal Year 2024/25 Adopted Budget accordingly.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Solana Beach, California, held on the 10th day of April 2024 by the following vote.

AYES: Councilmembers –
NOES: Councilmembers –
ABSENT: Councilmembers –
ABSTAIN: Councilmembers –

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Daniel King, Interim City Manager
MEETING DATE: April 10, 2024
ORIGINATING DEPT: Community Development Department
SUBJECT: **Public Hearing: Request for Development Review Permit and Structure Development Permit for an Interior Remodel and Square Footage Addition and to Perform Associated Site Improvements at 455 Glencrest Drive (Case #: DRP23-002, SDP23-004; Applicant: Nick Marier; APN: 263-270-40; Resolution 2024-036)**

BACKGROUND:

The Applicant, Nick Marier, is requesting City Council approval of a Development Review Permit (DRP) and Structure Development Permit (SDP) to remodel and add square footage, including a new second-story to the existing single-story, single-family residence, and perform associated site improvements. The project would require grading in the amount of two (2) cubic yards of excavation for footings. The 20,700 square-foot lot is located within the Low Residential (LR) Zone and Scaled Residential Overlay Zone (SROZ).

The Applicant is proposing an interior remodel and 981 square foot addition to the living area and a 280 square foot addition to the attached garage as well as the addition of an attached 504 square foot open lanai and a proposed 324 square foot roof deck. The proposed development includes site improvements including 2 yd³ of excavation for footings. The maximum height of the proposed addition would be 23.83 feet above the proposed grade with the highest pole at 158.03 MSL. The requires a DRP because the construction of a second story exceeds 35 percent of the existing floor area of the first floor. The project requires an SDP because the proposed development exceeds 16 feet in height above existing grade.

The issue before the Council is whether to approve, approve with conditions, or deny the Applicant's request as contained in Resolution 2024-036 (Attachment 1).

DISCUSSION:

CITY COUNCIL ACTION:

The subject property is located on the west side of an existing 30-foot-wide private easement two properties north of Glencrest Drive. The lot has an irregular shape with 170.5 feet of frontage along the easement which is the eastern side property line, a 102.93 foot north property line which is considered the front property line, a 213.27 western side yard property line and a 134.69 foot long southern property line which is considered the rear. The property slopes upward from approximately 240 MSL at the southeastern corner of the lot to approximately 266 MSL in the northwestern corner of the lot as you travel up the easement. Currently, the driveway is in the northeastern corner of the lot, and it provides access to a flat pad area in front of the existing “L” shaped house. The existing 440 square foot garage is located in the eastern portion of the house and with the proposed project, the Applicant would add 280 square feet to the east side of the garage. The existing detached gazebo would be removed and replaced with an attached 504 square foot lanai and the existing main level would have a 172 square foot addition and an interior remodel. A new 765 second floor with an attached 102 square foot balcony is also proposed. A 44 square foot partially enclosed staircase leads to an approximately 324 square foot roof deck above the second floor. The project plans are provided in Attachment 2.

Table 1 (below) provides a comparison of the Solana Beach Municipal Code (SBMC) applicable zoning regulations with the Applicant’s proposed design.

Table 1			
LOT INFORMATION			
Property Address:	455 Glencrest Drive	Zoning Designation:	LR (3 du/ac)
Lot Size (Net):	20,700 ft ²	# of Units Allowed:	1 Dwelling Unit, 1 ADU, 1 JADU
Max. Floor Area:	5,110 ft ²	# of Units Requested:	1 Dwelling Unit
Proposed Floor area:	3,020 ft ²	Setbacks:	Required Proposed
Below Max. by:	2,090 ft ²	Front (N)	25 ft. 27 ft.
Max. Height Allowed:	25 ft.	Interior Side (W)	5 ft. 11 ft. 2 in.
Max. Height Prop. :	24.21 ft.	Interior Side (E)	5 ft. 20 ft. 6 in.
Highest Point/Ridge:	286.70 MSL	Rear (S)	25 ft. 101 ft. 4 in.
Overlay Zone(s):	SROZ		
PROPOSED PROJECT INFORMATION			
Floor Area Breakdown:		Requested Permits:	
Main Floor Garage:	440 ft ²	DRP: A DRP is required for a new second story that exceeds 35% of the existing first floor.	SDP: An SDP is required for a new structure that exceeds 16 feet in height from the existing grade
Proposed Garage Addition:	280 ft ²		
Existing Main Floor:	1,719 ft ²		
Proposed Main Floor Addition:	172 ft ²		
Proposed Second Floor Addition:	765 ft ²		
Proposed Stair to Roof Deck:	44 ft ²		
Subtotal:	3,420 ft ²		
Off-Street Parking Exemption:	- 400 ft ²		
Total Floor Area	3,020 ft²		
Proposed Grading: 2 yd ³ of excavation for footings			
Proposed Parking: Existing Garage/ Garage Square Footage Addition		Existing Development:	Single-Family Residence and Attached Garage
Proposed Fences and Walls: Yes			
Proposed Accessory Structure: No			

The following is a discussion of the findings for a DRP and SDP as each applies to the proposed project as well as references to recommended conditions of approval contained in Resolution 2024-036.

Development Review Permit (DRP) Compliance (SBMC Section 17.68.40):

A DRP is required when the floor area of the second floor exceeds 35% of the floor area of the existing floor area first floor.

In addition to meeting zoning requirements, the project must also be found in compliance with development review criteria. The following is a list of the development review criteria topics:

1. Relationship with Adjacent Land Uses
2. Building and Structure Placement
3. Landscaping
4. Roads, Pedestrian Walkways, Parking, and Storage Areas
5. Grading
6. Lighting
7. Usable Open Space

The Council may approve, or conditionally approve, a DRP only if all the findings listed below can be made. Resolution 2024-036 provides a full discussion of the findings.

1. The proposed development is consistent with the general plan and all applicable requirements of the zoning ordinance including special regulations, overlay zones, and specific plans.
2. The proposed development complies with the development review criteria.
3. All required permits and approvals issued by the city, including variances, conditional use permits, comprehensive sign plans, and coastal development permits have been obtained prior to or concurrently with the development review permit.
4. If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicant obtaining the required permit or approval from the other agency.

If the above findings cannot be made, the Council shall deny the DRP.

In addition to meeting zoning requirements, the project must also be found in compliance with the development review criteria. The following is a discussion of the applicable development review criteria as they relate to the proposed project.

Relationship with Adjacent Land Uses:

The property is located within the LR Zone. Properties to the north, south, east, and west are also located within the LR Zone and SROZ and are developed with one- and two-story, single-family residences.

The project, as designed, is consistent with the permitted uses for the LR Zone as described in SBMC Sections 17.20.010 and 17.12.020. The property is designated Low Density Residential in the General Plan and intended for detached single-family residences developed at a maximum density of three (3) dwelling units per acre. The proposed development could be found to be consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

The property is not located within any of the City's Specific Plan areas; however, it is located within the boundaries of the Scaled Residential Overlay Zone (SROZ) and within the Coastal Zone. The project has been evaluated, and could be found to be in conformance with, the regulations of the SROZ, which are discussed further later in this resolution. As a condition of project approval, the Applicants would be required to obtain a Coastal Development Permit, Waiver or Exemption from the California Coastal Commission prior to the issuance of Building or Grading Permits.

Building and Structure Placement:

The 20,700 square foot lot is currently developed with an existing 1,719 square-foot single-family residence with an attached 440 square foot garage. The Applicant is proposing to construct a 981 square foot addition to the living area and a 280 square foot garage addition.

The LR Zone requires a 25-foot front-yard setback, 25-foot rear-yard setback and 5-foot interior side-yard setbacks. The Applicant is proposing to convert a portion of the existing garage to living area and add 280 square feet to the eastern side of the garage in order to maintain two required parking spaces. The area of the converted square footage would be used for a new staircase area and laundry room, the existing main floor would be remodeled to contain an open concept kitchen, great room, dining, and entry area with a hall leading to a bathroom and three bedrooms one with an ensuite bathroom. Off the southwest corner of the great room a new attached lanai is proposed. The existing pool, pool deck and surrounding landscaping in the rear yard is proposed to remain. The new second floor would be located above the garage and would consist of the staircase and a proposed primary bedroom suite with a 102 square foot balcony off the south side. A 44 square foot enclosed staircase leads halfway up to the proposed 324 square foot roof deck, a landing and door lead to the other half of the staircase which is outside and open to the elements.

The SBMC parking regulations require two (2) off-street parking spaces, 9' x 19' clear, per single-family residence. The SBMC sections 17.48.040 and 17.20.030 indicate that when required parking spaces are provided within a garage, up to 200 square feet of floor area is exempted for each required space. The proposed 720 square foot garage provides

two unobstructed garage parking spaces. Therefore, the project is afforded a 400 square-foot exemption.

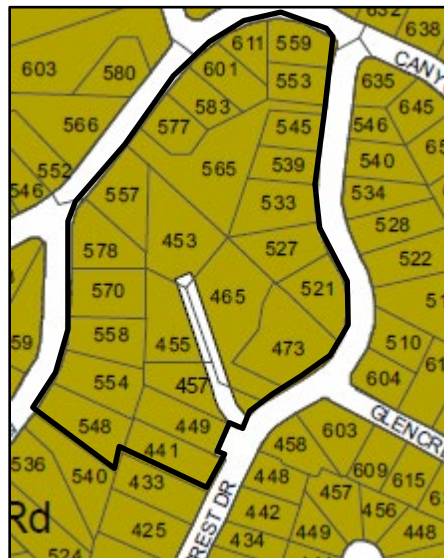
The maximum floor area for a lot of 20,700 square feet would be calculated as follows:

0.50 for first 6,000 ft ²	3,000 ft ²
0.175 for between 6,000 ft ² and 15,000 ft ²	1,575 ft ²
0.10 for between 15,000 ft ² and 20,000 ft ²	500 ft ²
0.050 for above 20,000 ft ²	35 ft ²
Total Allowable Floor area:	5,110 ft²

The proposed residence including the 400 square foot garage exemption would have a proposed floor area of 3,020 square feet, which is 2,090 square feet below the maximum allowable FAR. In addition, the proposed design meets the minimum required setback and the maximum building height for the property.

Neighborhood Comparison:

Staff compared the proposed project to 24 other properties within the surrounding area. This area includes properties along the northwest side of Glencrest Drive and both sides of the Glencrest Drive private easement and the southeast side of Canyon Drive as shown on the following map:



The properties evaluated in this comparison are located within the boundaries of the LR zone and within the SROZ. The properties in the LR Zone have a tiered FAR similar to the subject property. The existing homes range in size from 1,318 square feet to 5,112 square feet, according to the County Assessor records. It should be noted that the County Assessor does not include the garage, covered porch area, unfinished basement, or accessory building area in the total square footage. Accordingly, the building area of the proposed project has been calculated for comparison purposes by deleting the area of the proposed garage but including the basement as follows:

Project Gross Building Area:	3,420 ft ²
Delete Garage:	- 720 ft ²
Project Area for Comparison to Assessor's Data:	2,700 ft ²

Table 2, below, is based upon the County Assessor's data and SanGIS data. It contains neighboring lot sizes, the square footage of existing development and the maximum allowable square footage for potential development on each lot.

Table 2						
#	Property Address	Lot Size in ft ² (GIS)	Existing ft ² Onsite (Assessor's)	Proposed / Recently Approved ft ²	Max. Allowable ft ²	Zone
1	441 Glencrest Drive	6,500	2,773		3,088	LR
2	449 Glencrest Drive	6,500	1,484		3,088	LR
3	457 Glencrest Drive	14,600	2,984		4,505	LR
4	455 Glencrest Drive	20,700	1,719	2,700	5,115	LR
5	453 Glencrest Drive	5,000	1,890		2,500	LR
6	465 Glencrest Drive	6,000	2,528		3,000	LR
7	473 Glencrest Drive	20,100	2,828		5,080	LR
8	521 Glencrest Drive	12,270	1,380		4,097	LR
9	527 Glencrest Drive	12,000	2,438		4,050	LR
10	533 Glencrest Drive	14,000	2,643		4,400	LR
11	539 Glencrest Drive	12,000	2,407		4,050	LR
12	545 Glencrest Drive	7,500	2,173		3,263	LR
13	553 Glencrest Drive	10,100	3,133		3,718	LR
14	559 Glencrest Drive	9,000	2,710		3,525	LR
15	611 Canyon Drive	9,400	1,318		3,595	LR
16	601 Canyon Drive	10,000	3,312		3,700	LR
17	583 Canyon Drive	11,410	2,992		3,947	LR
18	577 Canyon Drive	11,000	3,660		3,875	LR
19	565 Canyon Drive	34,200	5,112		5,785	LR
20	557 Canyon Drive	10,000	3,702		3,700	LR
21	578 Ford Avenue	6,000	1,928		3,000	LR
22	570 Ford Avenue	8,000	3,267		3,350	LR
23	558 Ford Avenue	6,000	2,194		3,000	LR
24	554 Ford Avenue	10,000	1,663		3,700	LR
25	548 Ford Avenue	15,000	3,573		4,575	LR

Fences, Walls and Retaining Walls:

Within the front yard setback, the SBMC Section 17.20.040(O) allows fences and walls, or any combination thereof, to be no higher than 42 inches in height as measured from

existing grade, except for an additional 2 feet that is at least 80% open to light. Fences, walls and retaining walls located within the rear and interior side yards are allowed to be up to 6 feet in height with an additional 2 feet that is 50% open to light and air.

There is an existing 5'-6" wood fence that has the top 6 inches 80% open to light and air that starts at the northeast corner of the existing corner of the residence moves north in a straight line to the northern property line, follows the northern property line to the western property line and would follow the northern property line south until approximately 12 feet south of the southwest corner of the proposed lanai then it curves around the existing pool to connect to the proposed garage addition. Once the fence is outside of the front yard setback it increases in height to 6 feet. No new fences and walls are shown on the plans. According to SBMC 17.20.040(O) A fence or Wall of five feet solid may be permitted in the front yards setback to comply with safety requirements for a swimming pool or spa.

Currently, the plans show fences and walls that comply with the requirements of SBMC 17.20.040(O) and 17.60.070(C). If the Applicant decides to modify any of the proposed fences and walls or construct additional fences and walls on the project site, a condition of project approval requires compliance with the Municipal Code.

Landscape:

The proposed project does not include any modification to existing landscape areas or proposal of new landscape areas. As a condition of approval, should the Applicant decide to modify more than 500 square feet of aggregate landscape area, they would be required to prepare a conceptual landscape plan for review by the City's third-party landscape architect and approval by City Council under a Modification to the DRP. In addition, a condition has been added to require that native or drought-tolerant and non-invasive plant materials and water-conserving irrigation systems are required to be incorporated into the landscaping to the extent feasible.

Parking:

SBMC Section 17.52.040 and the Off-Street Parking Design Manual (OSPDM) require two (2) parking spaces for a single-family residence. Currently, the property is accessed from the southeast corner of the lot from an existing private road easement. The Applicants are proposing to convert a portion of the existing garage to living area and construct an addition to the eastern side of the garage. Two unobstructed garage parking spaces will be provided in the proposed enclosed 720 square foot garage; therefore a 400 square foot exemption is applied to the project. The existing paved pad in front of the residence will serve as a driveway and also the Fire Department turn around.

Grading:

The project includes grading in the amount of 2 yd³ for footings for the proposed lanai and garage addition. No additional site grading is proposed.

Lighting:

A condition of project approval requires that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

Usable Open Space:

The project consists of a square footage addition to an existing single-story, single-family residence and site improvements including grading and a new lanai; therefore, usable open space and recreational facilities are neither proposed nor required according to SBMC Section 17.20.040. As a condition of project approval, the Applicant will be required to pay the applicable Park Development Fee.

Structure Development Permit (SDP) Compliance (SBMC Section 17.63):

The proposed structure exceeds 16 feet in height above the pre-existing grade; therefore, the project must comply with all of the View Assessment requirements of SBMC Chapter 17.63 and the Applicant was required to complete the SDP process. The Applicant had story poles erected onsite and the Story Pole Height Certification was issued by a licensed land surveyor on January 29, 2024, which showed the highest story pole certified at 286.70 MSL (story pole #8) and the tallest point of the addition at 24.21 feet above the pre-existing grade (story poles # 2). Notices to apply for View Assessment were mailed to property owners and occupants within 300 feet of the project site, which established a deadline to file for View Assessment on March 11, 2024. No applications for View Assessment were received. Therefore, if the Council is able to make the required findings to approve the DRP, the SDP would be approved administratively.

A condition of approval has been added to the Draft Resolution of Approval (Attachment 1) to require that the Applicant submit a height certification prepared by a licensed land surveyor prior to the framing inspection certifying that the maximum height of the proposed residence will not exceed 24.21 feet above the existing grade or exceed a highest point at 286.70 MSL which is the maximum proposed structure height reflected on the project plans, should the City Council make the necessary findings to approve the project.

Property Frontage and Public Right-of-Way Improvements

There are no frontage or public right-of-way improvements required.

Public Hearing Notice:

Notice of the City Council Public Hearing for the project was published in the *Union Tribune* more than 10 days prior to the Public Hearing. The same public notice was mailed to property owners and occupants within 300 feet of the proposed project site on March 28, 2024. As of the date of preparation of this Staff Report, Staff has not received any

formal correspondence from neighbors or interested parties in support of, or in opposition to, the proposed project.

In conclusion, the proposed project, as conditioned, could be found to be consistent with the Zoning regulations and the General Plan. Staff has prepared draft findings for approval of the project in the attached Resolution 2024-036 for Council's consideration based upon the information in this report. The applicable SBMC sections are provided in the italicized text and conditions from the Community Development, Engineering, and Fire Departments are incorporated in the Resolution of Approval. Additionally, as a condition of project approval, the Applicant would be required to obtain a Coastal Development Permit, Waiver or Exemption from the California Coastal Commission prior to the issuance of a Building Permit.

The Council may direct Staff to modify the Resolution to reflect the findings and conditions it deems appropriate as a result of the Public Hearing process. If the Council determines the project is to be denied, Staff will prepare a Resolution of Denial for adoption at a subsequent Council meeting.

CEQA COMPLIANCE STATEMENT:

The project is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303 of the State CEQA Guidelines. Class 3 consists of construction and location of limited numbers of new, small facilities or structures. Examples of this exemption include one single-family residence or second dwelling unit in a residential zone. In urbanized areas, up to three-single-family residences may be constructed or converted under this exemption.

FISCAL IMPACT: N/A

WORK PLAN: N/A

OPTIONS:

- Approve Staff recommendation adopting the attached Resolution 2024-036.
- Approve Staff recommendation subject to additional specific conditions necessary for the City Council to make all required findings for the approval of a DRP and SDP.
- Deny the project if all required findings for the DRP cannot be made.

CITY MANAGER'S RECOMMENDATION:

Approve Department Recommendation.



Daniel King, Interim City Manager

Attachments:

1. Resolution 2024-036
2. Project Plans

RESOLUTION 2024-036

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, CONDITIONALLY APPROVING A DEVELOPMENT REVIEW PERMIT AND STRUCTURE DEVELOPMENT PERMIT FOR AN INTERIOR REMODEL AND SQUARE FOOTAGE ADDITION INCLUDING A NEW SECOND STORY AT 455 GLENCREST DRIVE, SOLANA BEACH.

**APPLICANT: NICK MERIER
CASE NO.: DRP23-002/SDP23/-004
APN: 263-270-40**

WHEREAS, Nick Marier (hereinafter referred to as “Applicant”), has submitted an application for a Development Review Permit (DRP) and Structure Development Permit (SDP) pursuant to Title 17 (Zoning) of the Solana Beach Municipal Code (SBMC); and

WHEREAS, the Public Hearing was conducted pursuant to the provisions of Solana Beach Municipal Code Section 17.72.030; and

WHEREAS, at the Public Hearing on April 10, 2024, the City Council received and considered evidence concerning the proposed application; and

WHEREAS, the City Council found the application request exempt from the California Environmental Quality Act pursuant to Section 15303 of the State CEQA Guidelines; and

WHEREAS, this decision is based upon the evidence presented at the Hearing, and any information the City Council gathered by viewing the site and the area as disclosed at the hearing.

NOW THEREFORE, the City Council of the City of Solana Beach, California, does resolve as follows:

- I. That the foregoing recitations are true and correct.
- II. That the request for a DRP and SDP for an interior remodel and 981 square foot addition to the living area and a 280 square foot addition to the attached garage as well as the addition of an attached 504 square foot open lanai and a proposed 324 square foot roof deck is conditionally approved based upon the following Findings and subject to the following Conditions:

III. FINDINGS

- A. In accordance with Section 17.68.040 (Development Review Permit) of the City of Solana Beach Municipal Code, the City Council finds the following:

- I. *The proposed project is consistent with the General Plan and all applicable requirements of SBMC Title 17 (Zoning Ordinance), including special regulations, overlay zones and specific plans.*

General Plan Consistency: The project, as conditioned, is consistent with the City's General Plan designation of Low Density Residential in the General Plan and intended for single-family residential development with a maximum density of 3 dwelling units per acre. The development is also consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

Zoning Ordinance Consistency: The project is consistent with all applicable requirements of the Zoning Ordinance (Title 17) (SBMC 17.20.030 and 17.48.040), which delineates maximum allowable Floor Area Ratio (FAR), Permitted Uses and Structures (SBMC Section 17.20.020) which provides for uses of the property for a single-family residence. Further, the project adheres to all property development regulations established for the Low Residential (LR) Zone and cited by SBMC Section 17.020.030.

The project meets the minimum number of off-street parking spaces and the required front-, side- and rear-yard setbacks and is below the maximum allowable structure height and gross floor area for the property.

- II. *The proposed development complies with the following development review criteria set forth in Solana Beach Municipal Code Section 17.68.040.F:*

- a. *Relationship with Adjacent Land Uses: The development shall be designed in a manner compatible with and complementary to existing development in the immediate vicinity of the project site and the surrounding neighborhood. The development as proposed shall also be compatible in scale, apparent bulk, and massing with such existing development in the surrounding neighborhood. Site planning on or near the perimeter of the development shall give consideration to the protection of surrounding areas from potential adverse effects.*

The property is located within the LR Zone. Properties to the north, south, east, and west are also located within the LR Zone and SROZ and are developed with one- and two-story, single-family residences.

The project, as designed, is consistent with the permitted uses for the LR Zone as described in SBMC Sections 17.20.010 and

17.12.020. The property is designated Low Density Residential in the General Plan and intended for detached single-family residences developed at a maximum density of three (3) dwelling units per acre. The proposed development could be found to be consistent with the objectives of the General Plan as it encourages the development and maintenance of healthy residential neighborhoods, the stability of transitional neighborhoods, and the rehabilitation of deteriorated neighborhoods.

The property is not located within any of the City's Specific Plan areas; however, it is located within the boundaries of the Scaled Residential Overlay Zone (SROZ) and within the Coastal Zone. The project has been evaluated, and could be found to be in conformance with, the regulations of the SROZ, which are discussed further later in this resolution. The Applicant shall obtain a Coastal Development Permit, Waiver or Exemption from the California Coastal Commission prior to the issuance of Building or Grading Permits.

- b. Building and Structure Placement: Buildings and structures shall be sited and designed to minimize adverse impacts on the surrounding properties and designed in a manner which visually and functionally enhance their intended use and complement existing site topography. Multi-family residential buildings shall be sited to avoid crowding and to allow for a functional use of the space between buildings.*

The 20,700 square foot lot is currently developed with an existing 1,719 square-foot single-family residence with an attached 440 square foot garage. The Applicant is proposing to construct a 981 square foot addition to the living area and a 280 square foot garage addition.

The LR Zone requires a 25-foot front-yard setback, 25-foot rear-yard setback and 5-foot interior side-yard setbacks. The Applicant is proposing to convert a portion of the existing garage to living area and add 280 square feet to the eastern side of the garage in order to maintain two required parking spaces. The area of the converted square footage would be used for a new staircase area and laundry room, the existing main floor would be remodeled to contain an open concept kitchen, great room, dining, and entry area with a hall leading to a bathroom and three bedrooms one with an ensuite bathroom. Off the southwest corner of the great room a new attached lanai is proposed. The existing pool, pool deck and surrounding landscaping in the rear yard is proposed to remain. The new second floor would be

located above the garage and would consist of the staircase and a proposed primary bedroom suite with a 102 square foot balcony off the south side. A 44 square foot enclosed staircase leads halfway up to the proposed 324 square foot roof deck, a landing and door lead to the other half of the staircase which is outside and open to the elements.

The SBMC parking regulations require two (2) off-street parking spaces, 9' x 19' clear, per single-family residence. The SBMC sections 17.48.040 and 17.20.030 indicate that when required parking spaces are provided within a garage, up to 200 square feet of floor area is exempted for each required space. The proposed 720 square foot garage provides two unobstructed garage parking spaces. Therefore, the project is afforded a 400 square-foot exemption.

The maximum floor area for a lot of 20,700 square feet would be calculated as follows:

0.50 for first 6,000 ft ²	3,000 ft ²
0.175 for between 6,000 ft ² and 15,000 ft ²	1,575 ft ²
0.10 for between 15,000 ft ² and 20,000 ft ²	500 ft ²
0.050 for above 20,000 ft ²	35 ft ²
Total Allowable Floor area:	5,110 ft ²

The proposed residence including the 400 square foot garage exemption would have a proposed floor area of 3,020 square feet, which is 2,090 square feet below the maximum allowable FAR. In addition, the proposed design meets the minimum required setback and the maximum building height for the property.

- c. *Landscaping: The removal of significant native vegetation shall be minimized. Replacement vegetation and landscaping shall be compatible with the vegetation of the surrounding area. To the maximum extent practicable, landscaping and plantings shall be used to screen parking areas, storage areas, access roads, and other service uses of the site. Trees and other large plantings shall not obstruct significant views when installed or at maturity. Drought tolerant plant materials and water conserving irrigation systems shall be incorporated into all landscaping plans.*

The proposed project does not include any modification to existing landscape areas or proposal of new landscape areas. Should the Applicant decide to modify more than 500 square feet of aggregate landscape area or remove significant amounts of landscaping during construction, they will be required to prepare

a conceptual landscape plan for review by the City's third-party landscape architect and approval by City Council under a Modification to the DRP. In addition, a condition has been added to require that native or drought-tolerant and non-invasive plant materials and water-conserving irrigation systems are required to be incorporated into the landscaping to the extent feasible.

- d. *Roads, Pedestrian Walkways, Parking and Storage Areas: Any development involving more than one building or structure shall provide common access roads and pedestrian walkways. Parking and outside storage areas, where permitted, shall be screened from view, to the extent feasible, by existing topography, by the placement of buildings and structures, or by landscaping and plantings.*

SBMC Section 17.52.040 and the Off-Street Parking Design Manual (OSPDM) require two (2) parking spaces for a single-family residence. Currently, the property is accessed from the southeast corner of the lot from an existing private road easement. The Applicant is proposing to convert a portion of the existing garage to living area and construct an addition to the eastern side of the garage. Two unobstructed garage parking spaces will be provided in the proposed enclosed garage; therefore a 400 square foot exemption is applied to the project. The existing paved pad in front of the residence will serve as a driveway and also the Fire Department turn around.

- e. *Grading: To the extent feasible, natural topography and scenic features of the site shall be retained and incorporated into the proposed development. Any grading or earth-moving operations in connection with the proposed development shall be planned and executed so as to blend with the existing terrain both on and adjacent to the site. Existing exposed or disturbed slopes shall be landscaped with native or naturalized non-native vegetation and existing erosion problems shall be corrected.*

The project includes grading in the amount of 2 yd³ for footings for the proposed lanai and garage addition. No additional site grading is proposed.

- f. *Lighting: Light fixtures for walkways, parking areas, driveways, and other facilities shall be provided in sufficient number and at proper locations to assure safe and convenient nighttime use. All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities*

or intensities as to be detrimental to the surrounding areas per SBMC 17.60.060 (Exterior Lighting Regulations).

A condition of project approval requires that all new exterior lighting fixtures comply with the City-Wide Lighting Regulations of the Zoning Ordinance (SBMC 17.60.060). All light fixtures shall be shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities as to be detrimental to the surrounding area.

- g. Usable Open Space: Recreational facilities proposed within required usable open space shall be located and designed to maintain essential open space values.*

The project consists of a square footage addition to an existing single-story, single-family residence and site improvements including grading and a new lanai; therefore, usable open space and recreational facilities are neither proposed nor required according to SBMC Section 17.20.040. As a condition of project approval, the Applicant will be required to pay the applicable Park Development Fee.

- III. All required permits and approvals including variances, conditional use permits, comprehensive sign plans, and coastal development permits have been obtained prior to or concurrently with the development review permit.*

All required permits, including the Structure Development Permit, are being processed concurrently with the Development Review Permit.

- IV. If the development project also requires a permit or approval to be issued by a state or federal agency, the city council may conditionally approve the development review permit upon the Applicants obtaining the required permit or approval from the other agency.*

The Applicant shall obtain approval, waiver, or exemption from the California Coastal Commission prior to issuance of Building or Grading Permits.

- B. In accordance with Chapter 17.63 (Structure Development Permit) of the Solana Beach Municipal Code, the City Council finds the following:

The proposed structure exceeds 16 feet in height above the pre-existing grade; therefore, the project must comply with all of the View Assessment requirements of SBMC Chapter 17.63 and the Applicant was required to complete the SDP process. The Applicant had story poles erected onsite and the Story Pole Height Certification was issued by a licensed land surveyor on

January 29, 2024, which showed the highest story pole certified at 286.70 MSL (story pole #8) and the tallest point of the addition at 24.21 feet above the pre-existing grade (story poles # 2). Notices to apply for View Assessment were mailed to property owners and occupants within 300 feet of the project site, which established a deadline to file for View Assessment on March 11, 2024. No applications for View Assessment were received. Therefore, if the Council is able to make the required findings to approve the DRP, the SDP would be approved administratively.

The Applicant is required to submit a height certification prepared by a licensed land surveyor prior to the framing inspection certifying that the maximum height of the proposed residence will not exceed 24.21 feet above the existing grade or exceed a highest point at 286.70 MSL which is the maximum proposed structure height reflected on the project plans, should the City Council make the necessary findings to approve the project.

V. CONDITIONS:

Prior to use or development of the property in reliance on this permit, the Applicant shall provide for and adhere to the following conditions:

A. Community Development Department Conditions:

- I. The Applicant shall pay required Fire Mitigation, Park Development and Public Use Facilities Impact Fees, as established by SBMC Chapter 15.60, Chapter 15.65, Chapter 15.66, and Resolution 2018-147.
- II. Building Permit plans must be in substantial conformance with the architectural plans presented to the City Council on March 13, 2024, and located in the project file with a submittal date of March 5, 2024.
- III. Pursuant to SBMC 17.68.040 subsection K, the signed final development plan shall be the official site layout for the property and shall be attached to any application for a building permit for the subject property. Any subsequent revisions or changes to the final development plan as approved by the Council will require an amendment to the approved DRP.
- IV. Prior to requesting a framing inspection, the Applicant shall be required to submit a height certification, signed by a licensed land surveyor, certifying that the building envelope is in conformance with City Council approval on April 10, 2024, and that the maximum height of the proposed residence will not exceed 24.21 feet above the proposed grade or 286.70 feet above MSL, which is the maximum proposed structure height reflected on the project plans.

- V. Any proposed onsite fences, walls and retaining walls and any proposed railing located on top, or any combination thereof, shall comply with applicable regulations of SBMC Section 17.20.040 and 17.60.070 (Fences and Walls).
 - VI. The Applicant shall obtain required California Coastal Commission (CCC) approval of a Coastal Development Permit, Waiver or Exemption as determined necessary by the CCC, prior to the issuance of a grading or building permit.
 - VII. If significant amounts of landscaping is removed from the site at the time of construction, the Applicant shall provide a full Landscape Documentation Package in compliance with SBMC Chapter 17.56 and the approval of a DRP modification may be required prior to the continuance of construction..
 - VIII. Native or drought tolerant and non-invasive plant materials and water conserving irrigation systems shall be incorporated into any proposed landscaping and compatible with the surrounding area to the extent feasible.
 - IX. Any new exterior lighting fixtures shall be in conformance with the City-Wide Lighting Regulations of SBMC 17.60.060.
 - X. All light fixtures shall be appropriately shielded so that no light or glare is transmitted or reflected in such concentrated quantities or intensities that render them detrimental to the surrounding area.
 - XI. Construction vehicles shall be parked on the subject property at all times when feasible. If construction activity prohibits parking on the subject property, the Applicant shall ensure construction vehicles are parked in such a way to allow sufficient vehicular access on Glencrest Drive and minimize impact to the surrounding neighbors.
 - XII. The Applicant shall connect to temporary electrical service as soon as feasible to the satisfaction of the City.
- B. Fire Department Conditions:
- I. **ACCESS ROAD MINIMUM DIMENSIONS:** Fire apparatus access roads shall have an unobstructed improved width of not less than 20 feet; curb line to curb line, and an unobstructed vertical clearance of not less than 13 feet 6 inches. Exception: Single-Family residential driveways; serving no more than **two** single-family dwellings, shall have minimum of 16 feet, curb line to curb line, of unobstructed improved width. Access roads shall be designed and maintained to support the imposed loads of not less than 75,000 pounds and shall

be provided with an approved paved surface to provide all-weather driving capabilities per the *Solana Beach Municipal Code Title 15 Building and Construction Chapter 15.32 Fire Code Section 15.32.170 Section 503 Section 503.2.1 and 503.2.3.*

- II. **DEAD ENDS:** All dead-end fire access roads in excess of **150 feet in length** shall be provided with an approved area for turning around fire apparatus. A cul-de-sac shall be provided in residential areas where the access roadway serves more than four (4) structures. The minimum unobstructed paved radius width for a cul-de-sac shall be 36 feet in residential areas with no parking per the *2022 California Fire Code Chapter 5 Section 503.2.5.*
- III. **OBSTRUCTION OF ROADWAYS DURING CONSTRUCTION:** All roadways shall be a minimum of 20 feet in width during construction and maintained free and clear, including the parking of vehicles per the *2022 California Fire Code Chapter 5 Section 503.4 and 503.2.1.*
- IV. **FUEL MODIFICATION ZONES/FIRE BREAKS:** The applicant shall provide and maintain fire/fuel breaks to the satisfaction of the Solana Beach Fire Department and the County of San Diego Defensible Space requirements. Fire/fuel breaks size and composition shall be shown on the improvement /grading plans and final map and building plans.
- V. **ADDRESS NUMBERS: STREET NUMBERS:** Approved numbers and/or addresses shall be placed on all new and existing buildings and at appropriate additional locations as to be plainly visible and legible from the street or roadway fronting the property from either direction of approach. Said numbers shall contrast with their background and shall meet the following minimum standards as to size: 4" high with a ½" inch stroke width for residential buildings, 8" high with a ½" stroke for commercial and multi-family residential buildings, 12" high with a 1" stroke for industrial buildings. Additional numbers shall be required where deemed necessary by the Fire Marshal, such as rear access doors, building corners, and entrances to commercial centers per the *2022 California Fire Code Chapter 5 Section 505.1.*
- VI. **ADDRESS NUMBERS FOR STRUCTURES LOCATED OFF ROADWAY:** Where structures are located off a roadway on long easements/driveways, a monument marker shall be placed at the entrance where the easement/driveway intersects the main roadway. Permanent address numbers with height conforming to Fire Department standards shall be affixed to this marker per *2022 California Fire Code Chapter 5 Section 505.2.*

- VII. **AUTOMATIC FIRE SPRINKLER SYSTEM-ONE AND TWO-FAMILY DWELLINGS:** Structures shall be protected by an automatic fire sprinkler system designed and installed. Plans for the automatic fire sprinkler system shall be submitted as Deferred Submittal and approved by the Solana Beach Fire Department prior to installation per the Solana Beach Municipal Code Title 15 Building and Construction Chapter 15.32 Fire Code Section 15.32.230 Section 903.2 (NEW) or Section 903.2.01 (ADDITIONS, REMODELS) or Section 903.2.02 (NEW COMMERCIAL).
- VIII. **FIRE RESISTIVE CONSTRUCTION REQUIREMENTS FOR THE VERY HIGH FIRE HAZARD SEVERITY ZONE:** Structures shall meet all wildland/urban interface standards to the satisfaction of the Solana Beach Fire Department. Structures shall comply per the 2022 California Building Code Chapter 7A.
- IX. **CLASS “A” ROOF:** All structures shall be provided with a Class “A” Roof covering to the satisfaction of the Solana Beach Fire Department and per the 2022 California Building Code Chapter 15 Section 1505.
- X. **SOLAR PHOTOVOLTAIC INSTALLATIONS (Solar Panels):** Solar Photovoltaic systems shall be installed per Solana Beach Fire Department requirements and per the 2022 California Fire Code Chapter 12 Section 1205.

C. Engineering Department Conditions:

- I. All construction demolition materials shall be recycled according to the City’s Construction and Demolition recycling program and an approved Waste Management Plan shall be submitted.
- II. Construction fencing shall be located on the subject property unless the Applicant has obtained an Encroachment Permit in accordance with chapter 11.20 of the SBMC which allows otherwise.

D. City Council Conditions:

- I.

IV. ENFORCEMENT

Pursuant to SBMC 17.72.120(B) failure to satisfy any and all of the above-mentioned conditions of approval is subject to the imposition of penalties as set forth in SBMC Chapters 1.1.6 and 1.18 in addition to any applicable revocation proceedings.

V. EXPIRATION

The Development Review Permit for the project shall expire 24 months from the date of this Resolution, unless the Applicant has obtained building permits and has commenced construction prior to that date, and diligently pursued construction to completion. An extension of the application may be granted by the City Council according to SBMC 17.72.110.

VI. INDEMNIFICATION AGREEMENT

The Applicant shall defend (with counsel acceptable to the City), indemnify, and hold harmless the City, its agents, officers, and employees from any and all claims, actions, proceedings, damages, judgments, or costs, including attorney's fees, against the City or its agents, officers, or employees, relating to the issuance of this permit including, but not limited to, any action to attack, set aside, void, challenge, or annul this development approval and any environmental document or decision. The City will promptly notify the Applicant of any claim, action, or proceeding. The City may elect to conduct its own defense, participate in its own defense, or obtain independent legal counsel in defense of any claim related to this indemnification. In the event of such election, the Applicant shall pay all of the costs related thereto, including without limitation reasonable attorney's fees and costs. In the event of a disagreement between the City and Applicant regarding litigation issues, the City shall have the authority to control the litigation and make litigation related decisions, including, but not limited to, settlement or other disposition of the matter. However, the Applicant shall not be required to pay or perform any settlement unless such settlement is approved by the Applicant.

NOTICE TO APPLICANT: Pursuant to Government Code Section 66020, you are hereby notified that the 90-day period to protest the imposition of the fees, dedications, reservations or other exactions described in this resolution commences on the effective date of this resolution. To protest the imposition of any fee, dedications, reservations or other exactions described in this resolution you must comply with the provisions of Government Code Section 66020. Generally the resolution is effective upon expiration of the tenth day following the date of adoption of this resolution, unless the resolution is appealed or called for review as provided in the Solana Beach Zoning Ordinance.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Solana Beach, California, held on the 10th day of April, 2024, by the following vote:

AYES: Councilmembers –
NOES: Councilmembers –
ABSENT: Councilmembers –
ABSTAIN: Councilmembers –

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk



STAFF REPORT

CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Daniel King, Interim City Manager
MEETING DATE: April 10, 2024
ORIGINATING DEPT: City Clerk's Office
SUBJECT: **Citizen Commission Appointments to 1) Climate Action Commission and 2) Parks and Recreation Commission**

BACKGROUND:

On January 24, 2024, Council made annual appointments to the 5 Citizen Commissions and asked for an application extension period for the remaining positions on the Climate Action Commission, Public Arts Commission, and the Parks and Recreation Commission. On February 28, 2024, Council made an appointment to the Public Arts Commission and to the Parks and Recreation Commission and asked for an application extension for the remaining vacancies on the Climate Action Commission and the Parks and Recreation Commission.

All appointments to Citizen Commissions are conducted in accordance with Council Policy No. 5 - *Appointment of Citizens to Boards, Commissions, Committees, and Task Forces* (Attachment 2) - and all persons interested in serving on the City's Citizen Commissions are required to complete and file a Citizen Interest Form (application), with the required references, and submit it to the City Clerk for formal application processing. For those Commission members who may be reapplying for their position's scheduled vacancy, a re-submittal application is made available for minor changes to their original full application, thus streamlining the application process. However, if the applicant applies for a new Commission or wants to modify any of the questionnaire sections, a new full application is required. The Application/Citizen Interest Form is available year-round at the City Clerk's Office and on the City's website. Any person interested in serving on a Citizen Commission may apply any time prior to or during the annual or other recruitment periods.

DISCUSSION:

A notice of vacancies for the Climate Action and Parks and Recreation Commissions was posted on February 29th with an application deadline of April 4th. As of this deadline, a total of 2 applications were received for consideration and posted on the Worksheet.

CITY COUNCIL ACTION: _____

Vacancies for which Applications were Submitted		
Vacancies	Term	Subject to Majority Vote Appointment by:
Climate Action Commission: 1 vacancy total (<i>Professional Position</i>)		
One (1) vacancy – <i>Professional Position</i>	2 Years Until End of Jan 2026	Council-at-large
Parks and Recreation Commission: 1 vacancy total		
One (1) vacancy	1 Year Until End of Jan 2025	Council-at-large

Member Requirements

SBMC Sections 2.64, 2.72, 2.74, 2.84, Resolution 2007-160, and Resolution 2015-127 outline some of the duties of the Commissions; however, there are other duties and assignments provided in relation to various opportunities and issues that occur throughout the year. To carry out the Commission’s work, SBMC Section 2.60.010 outlines the requirements of meeting attendance. As a legislative body, like the City Council, Citizen Commissions are required to fulfill a responsibility of participating in each meeting for all matters brought before the Commission. In addition, the Commission Handbook, provided to each appointed/re-appointed member, and posted online, provides various other requirements, regulations, guidelines, and procedures for Commission members.

Member Appointment Term

The appointment date of Commission members triggers deadlines for required tasks and filing paperwork. The appointed member may begin participating in Commission work once they have been sworn in by taking their Official Oath, administered by the City Clerk’s Office. The swear-in may take place before or at the first meeting of the Commission as coordinated with the City Clerk’s Office. Member terms end on January 31st or once an appointment is made to their position, whichever occurs first.

FISCAL IMPACT:

There is no significant fiscal impact associated with this annual appointment process. Pursuant to City Council Policy 19 (*Background Check Requirements for Citizen Commissions*), new appointees are required to complete a background check for which the City pays for the cost at a designated location. The Human Resources department incurs the cost for background checks for Commission members.

WORK PLAN: N/A

OPTIONS:

- Approve Staff recommendation and proceed with appointments for vacancies.
- Do not approve Staff recommendation and extend deadline to receive new applications, allowing expiring positions to remain vacant until refilled.

DEPARTMENT RECOMMENDATION:

Staff recommends that City Council:

1. Appoint one (1) member to the **Climate Action** Commission nominated/appointed by *Council-at-large* for a two-year term.
2. Appoint one (1) member to the **Parks and Recreation** Commission nominated/appointed by *Council-at-large* for a one-year term.

CITY MANAGER'S RECOMMENDATION:

Approve Department recommendation.

A handwritten signature in blue ink, appearing to read "Daniel King".

Daniel King, Interim City Manager

Attachments:

1. Vacancy Notification Flyer
2. Recruitment Efforts
3. Worksheet outlining openings and applicants' choice(s)
4. List of Applicants
5. Applications (in separate binder)



cit
PUBLIC NOTICE

CITY'S CITIZEN COMMISSION POSITION OPENINGS

CITY OF SOLANA BEACH VOLUNTEERS SERVING ON BEHALF OF THE CITY COUNCIL

Applications are being accepted through Tuesday, April 2, 2024, 5:30 p.m.
City Council is scheduled to make appointments at the April 10, 2024 City Council Meeting.

CLIMATE ACTION: One (1) vacancy – term will expire end of January 2026
Professional Position from the environmental or scientific community
This Commission participates in reviewing certain matters regarding reducing the City's greenhouse gas (GHG) emissions and implementing the Climate Action Plan.

- Regular Meeting Schedule: 3rd Wednesday of each month at 5:30 p.m.
- Composition: 9 members: 7 members each appointed by the Council At-Large, 2 Councilmembers (or 1 Councilmember & 1 citizen or professional)
- Position Requirements:
 - o Five Citizens/Residents - At least 18 yrs. old * *Resident of the City*
 - o Two Professionals - At least 18 yrs. old * Must be from the environmental or scientific community. * Resident or Non-resident
 - o Two Current Councilmembers (or one voting Councilmember and one person from another position, as determined by Council)

PARKS & RECREATION: One (1) vacancy – term will expire end of January 2025
This Commission participates in reviewing certain matters regarding the City's parks, programs, and conducts certain City events.

- Regular Meeting Schedule: 2nd Thursday of each month at 4:00 p.m.
- Composition: 7 members who are all appointed by the Council At-Large.
- Position's Requirements: At least 18 yrs. old * Resident of the City.



Climate Action



Parks & Recreation

- ❖ Attend a Citizen Commission public meeting. Agendas are posted on the City's website.
- ❖ See the City's website for members, expiring positions, and further information.

[Citizen Interest Forms](http://www.cityofsolanabeach.org) (Applications) and additional information on the Commissions can be found on the City's website at www.cityofsolanabeach.org (Tabs: Government, Citizen Commissions) OR by contacting the City Clerk's Office (858) 720-2400. Please contact the [City Clerk](#) with any questions regarding the recruitment/appointment process.

ATTACHMENT 1

Recruitment Efforts FOR 2024 April Appointments

PRINTED FLYERS

City Hall Front Desk / City Hall Bulletin Board / La Colonia Bulletin Board / Library

WEBSITE

Flyer Posted to Commissions main web page

ANNOUNCEMENTS

City Council Mtg announcements

EMAIL OR MAILING

E-Blasts 2/29, 3/8, 3/25 / Council notice / Liaison notice

Corresp. to: Past Applicants Not Appointed w/ Vacancy Notice AND last application

ORGANIZATIONS Contacted

Solana Beach Chamber of Commerce / Boys & Girls Club
Solana Beach Presbyterian Church / Calvary Lutheran / St. James / Unitarian Universalist Fellowship

Scientific Organizations:

Association of Women in Science, Environmental Health Coalition, Environmental Science Association, I Love a Clean San Diego, ICLEI - Local Governments Sustainability, San Diego Foundation, San Diego Science Alliance, SCS Engineers, UCSD Environmental Studies, University of San Diego - Arts/Science

City of Solana Beach Citizen Commissions 2024 Appointments

Applications DUE April 2, 2024

		VACANT (until Jan 2025)
		Matt Linnik (Council)
		H. Shane Noroozi (Council)
		Michael Budelsky (Council)
		Roderick Stewart (Council)
Michael McClune (Council)	David Zito (Primary)	Debbie Day (Council)
VACANT (Council)	Kristi Becker (non-voting)	Carol Jensen (Council)

Climate Action

Parks & Recreation

APPLICANTS
in order by 1st choices

1 Vacancy
Professionals
Appointments by:
Council-at-large

0 Vacancies
Council OR
Other Member Type.
As determined by Council

1 Vacancy
Appointments by:
Council-at-large

Date Rcvd	APPLICANTS in order by 1st choices		Climate Action	Parks & Recreation
	First name	Last Name		
03-20-24	Stan	Bergum		Only Choice
04-02-24	Michelle	Buchanan	Only Choice	

**City of Solana Beach
Citizen Commission Applicants
Deadline: April 2, 2024 by 5:30 p.m.**

LIST OF APPLICANTS

Applicants		Application Received	Application Complete
Last Name	First Name		
Bergum	Stan	3/20/2024	Yes
Buchanan	Michelle	4/2/2024	Yes



STAFF REPORT CITY OF SOLANA BEACH

TO: Honorable Mayor and City Councilmembers
FROM: Daniel King, Interim City Manager
MEETING DATE: April 10, 2024
ORIGINATING DEPT: Finance
SUBJECT: **City Council Consideration of Resolution 2024-039 Approving the Adoption of Mid-Year Budget Adjustments for Fiscal Year 2024.**

BACKGROUND:

During the fiscal year, as new budgetary information becomes available, Staff presents that information to the Council for consideration when adjustments are recommended to the Adopted Budget.

In addition, it is the responsibility of the City Manager to consistently engage in organizational analysis of various City operations to improve efficiency and effectiveness and ensure that the most economical means of conducting business are achieved. Section 2.08.070, Section D, of the Solana Beach Municipal Code (SBMC), "Powers and Duties (of City Manager)" Administrative Reorganization of Offices, states:

It shall be the duty and responsibility of the City Manager to conduct studies and effect such administrative reorganization of offices, positions or units under the City Manager's direction as may be indicated in the interest of efficient, effective, and economical conduct of the City's business.

Staff is recommending the following:

1. Revising appropriations to the Fiscal Year (FY) 2024 Annual Budget (Exhibit A).

This item is before the City Council for consideration of Resolution 2024-039 (Attachment 1) approving the adoption of mid-year budget adjustments for FY 2024.

DISCUSSION:

The City of Solana Beach's (City) Operating Budget Policies state that total expenditures of a particular fund may not exceed that which is appropriated by the City Council without a budget

CITY COUNCIL ACTION:

amendment. In addition, Section 3.08.040 of the Solana Beach Municipal Code limits the purchases by departments within the total departmental budget appropriations.

Staff is recommending the City Council authorize the Finance Director/City Treasurer to amend the FY 2024 Adopted Budget for certain revenue and expenditure appropriations.

General Fund Amendments

General Fund – Revenues

Staff analyzed revenues received by the City through March 2024. A trend analysis was performed to compare actual receipts received versus the annual budget. Any significant variances were analyzed in detail and projected through the end of the fiscal year. In a few cases, budget adjustments are being recommended based on other separate analyses or projections.

General Fund Amendments – Revenues

- **Property Tax**
Collections for this revenue category are ahead of estimates. The County of San Diego has adjusted the projected collections due to higher than projected collections. Staff is recommending Property Tax revenue be increased by \$200,000 from \$9,898,000 to \$10,098,000.
- **Transaction & Use Tax (Measure S)**
Measure S was approved by the voters in November 2022. Collection of Transaction & Use Tax revenue associated with Measure S began on April 1, 2023. HDL estimates Measure S at 105% of the Bradley-Burns. Staff is recommending Measure S Tax revenue be increased by \$200,000 from \$4,400,000 to \$4,600,000.
- **Transient Occupancy Tax**
In the beginning of the year, Staff conservatively estimates revenue expected from short-term vacation rental transient occupancy tax (STVR-TOT). The City continues to experience higher than anticipated TOT from short-term vacation rentals. Due to this, Staff is recommending short-term vacation rental TOT revenue be increased by \$200,000 from \$1,041,040 to \$1,241,040.
- **State Grants**
The City received its SB2 planning grant reimbursement funds from the Department of Housing and Community Development in January. Due to this, Staff is recommending state grant revenue be added in the amount of \$102,072.

A summary of the recommended changes for General Fund revenues are listed in the table below:

**Proposed Revenue Budget Adjustments
General Fund - Mid Year
Fiscal Year 2024**

<u>Account</u>	<u>Additions/ (Deletions)</u>
Property Tax	\$ 200,000
Sales & Use Tax	200,000
Short Term Vacation Rental TOT	200,000
State Grants	102,072
<i>Operational Revenues</i>	<u>\$ 702,072</u>
<i>Total General Fund Revenues</i>	<u>\$ 702,072</u>
Measure S - Transaction & Use Tax	<u>\$ 200,000</u>

General Fund Amendments – Expenditures

Staff has analyzed expenditures through March 2024 against budgeted expenditures. Based on this analysis, Staff is recommending a net increase to General Fund expenditure accounts totaling \$21,229.

Professional Services

The recommended expenditure adjustment is an increase of \$7,100 for professional services. This increase is for services related to personnel recruitment and contribution to other agencies. These increases/(decreases) are in the City Manager Department \$10,600, City Council Department \$1,500, and the Engineering Department (\$5,000).

Equipment and Supplies Expenditures

The recommended expenditure adjustment is an increase of \$119,000 for Equipment & Supply expenditures. Staff recommends an increase of \$6,000 to Engineering for vehicle maintenance; an increase of \$10,000 to Environmental Services for the purchase of sandbags and dog waste bags; an increase of \$98,000 to Fire for disputed Calnet (phone service) invoices and a purchase of a new SCBA air filler station/compression; and an increase of \$5,000 to Marine Safety for Swiftwater Rescue equipment.

Salaries & Benefits

The Finance Department has analyzed costs associated with Salaries and Fringe Benefits through the end of January 2023. Staff is recommending an overall reduction in Salaries and Fringe Benefits of \$104,871. The following changes to Salaries and Fringe Benefits are recommended:

- Due to vacancies, Staff recommends a decrease of \$30,000 for the Environmental Services Department; a decrease of \$145,000 for the Fire Department; and a decrease of \$52,500 for the Planning Department.
- Overall, Staff recommends a reduction of \$62,000 to the Human Resources Department for Salaries and Fringes due to budget added for management salary increases.
- Due to payroll allocation changes, Staff recommends a decrease of \$16,750 for the Building Department and a decrease of \$371 for the Information Technology Department.
- Due to staffing changes, Staff recommends an increase of \$83,000 to Clerk's Office Department due to a retirement payout; an increase of \$98,000 to Marine Safety Department due to possible promotions and retirement payouts; an increase of \$17,750 to Recreation Department for the new recreation program coordinator; and an increase of \$3,000 to Street Maintenance for a temporary maintenance worker.

A summary of the recommend changes for General Fund expenditures are listed in the following table:

**Proposed Expenditure Budget Adjustments
 General Fund - Mid Year
 Fiscal Year 2024**

Account	Additions/ (Deletions)
Salary and Benefits	
Building	(16,750)
Clerk	83,000
Environmental Services	(30,000)
Fire	(145,000)
Human Resources	(62,000)
Information Technology	(371)
Marine Safety	98,000
Planning	(52,500)
Recreation	17,750
Street Maintenance	3,000
Professional Services	
City Manager	10,600
Council	1,500
Engineering	(5,000)
Equipment & Supplies	
Engineering	6,000
Environmental Services	10,000
Fire	98,000
Marine Safety	5,000
Total Operational Expenditures	\$ 21,229

Other Fund Amendments

The following amendments increasing expenditures to other funds are also recommended:

Fund Name

Revenue Adjustments	Description	Amount
Asset Replacement	Increased Revenue	\$ 64,000
COPS Program	Annual Growth Award Increase	41,159
CDBG	Increased Award Amount	6,921
Public Safety Sp Revenue	CSA 17 Contract Revenue	10,000
SEA	Increased revenue - interest	13,700
OPEB Trust	Increased revenue - interest	90,000
	Total Revenue Adjustments	\$ 225,780
Expenditure Adjustments		
Asset Replacement	Insurance Premiums & Damage Claims	\$ 94,092
COPS Program	Updated Award Amount	41,159
CDBG	Updated Award Amount	6,921
Junior Guards	Increased personnel costs	28,000
Public Safety Sp Revenue	Match CSA 17 Contract Amount	10,000
Misc CIP	Council Chamber Upgrades	50,000
SEA	Bank charges & transfers	69,498
OPEB Trust	Estimated account fees	11,000
	Total Expenditure Adjustments	\$ 310,670
	 Total Other Funds	 \$ (84,890)

CEQA COMPLIANCE STATEMENT:

Not a project as defined by CEQA.

FISCAL IMPACT:

The adopted FY 2024 Budget initially projected a General Fund surplus of \$414,794. Throughout the first nine and a half months of the fiscal year, the budget has been adjusted by various resolutions and PO carryovers to a projected surplus of \$265,204. With the FY 2024 mid-year adjustments to revenues and expenditures as discussed above, the General Fund Budget would realize an increase of revenues of \$702,072 against a net expenditure increase of \$21,229, thereby increasing the surplus, resulting in a projected operating surplus of \$946,047. These changes are shown on the following table:

Adopted General Fund Revenues	\$ 24,472,918
Budget Adjustments & Transfers	-
<u>Mid-Year Revenue Adjustments</u>	<u>702,072</u>
Total General Fund Revenues**	<u>\$ 25,174,990</u>
Adopted General Fund Expenditures & Transfers	\$ (24,058,124)
Budget Adjustments & Transfers	(149,590)
<u>Mid-Year Expenditure Adjustments</u>	<u>(21,229)</u>
Total General Fund Expenditures	<u>\$ (24,228,943)</u>
Projected FY 2024 Surplus(Deficit)	<u>\$ 946,047</u>

WORK PLAN:

Fiscal Sustainability

OPTIONS:

- Approve Staff Recommendation
- Deny Staff Recommendation

DEPARTMENT RECOMMENDATION:

Staff recommends the City Council adopt Resolution 2024-039:

1. Approving revised appropriations in the FY 2024 Adopted Budget.
2. Authorize the City Treasurer to amend the FY 2024 Adopted Budget accordingly.

CITY MANAGER’S RECOMMENDATION:

Approve Department Recommendation.



Daniel King, Interim City Manager

Attachments:

1. Resolution 2024-039

RESOLUTION 2024-039

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOLANA BEACH, CALIFORNIA, AUTHORIZING REVISIONS TO THE FY 2024 ADOPTED BUDGET

WHEREAS, during the course of the fiscal year, new information becomes available to Staff which require adjustments to be made to the adopted budget; and

WHEREAS, Section 3.08.040 of the Solana Beach Municipal Code limits the purchases by departments within the total departmental budget appropriations; and

WHEREAS, the City's Operating Budget Policies state that total expenditures of a particular fund may not exceed that which is appropriated by the City Council, without a budget amendment; and

WHEREAS, the City Manager, in coordination with the Finance Director, reviewed and analyzed the expenditures of the Fiscal Year 2024 Adopted Budget and recommend certain amendments be made to the General Fund as well as other funds; and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Solana Beach, California, does hereby resolve as follows:

1. That the above recitations are true and correct.
2. That the City Treasurer is authorized to amend appropriations in the 2024 fiscal year budget as further set forth in the attached Exhibit A.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Solana Beach, California, this 10th day of April 2024, by the following vote:

AYES: Councilmembers –
NOES: Councilmembers –
ABSENT: Councilmembers –
ABSTAIN: Councilmembers –

LESA HEEBNER, Mayor

APPROVED AS TO FORM:

ATTEST:

JOHANNA N. CANLAS, City Attorney

ANGELA IVEY, City Clerk

**Exhibit A Resolution
2024-039**

GENERAL FUND

<u>Revenues</u>	<u>Account</u>	<u>Additions/ (Deletions)</u>
	Property Tax	\$ 200,000
	Sales & Use Tax	\$ 200,000
	Short Term Vacation Rental TOT	\$ 200,000
	State Grants	\$ 102,072
	Operational Revenues	\$ 702,072
	Total General Fund Revenues	\$ 702,072

<u>Expenditures</u>	<u>Description</u>	
Building	Salary and Benefits	\$ (16,750)
Clerk	Salary and Benefits	\$ 83,000
Environmental Services	Salary and Benefits	\$ (30,000)
Fire	Salary and Benefits	\$ (145,000)
Human Resources	Salary and Benefits	\$ (62,000)
Information Technology	Salary and Benefits	\$ (371)
Marine Safety	Salary and Benefits	\$ 98,000
Planning	Salary and Benefits	\$ (52,500)
Recreation	Salary and Benefits	\$ 17,750
Street Maintenance	Salary and Benefits	\$ 3,000
City Manager	Professional Services	\$ 10,600
Council	Professional Services	\$ 1,500
Engineering	Professional Services	\$ (5,000)
Engineering	Equipment & Supplies	\$ 6,000
Environmental Services	Equipment & Supplies	\$ 10,000
Fire	Equipment & Supplies	\$ 98,000
Marine Safety	Equipment & Supplies	\$ 5,000
	Total Operational Expenditures	\$ 21,229

OTHER FUNDS

<u>Revenues</u>	<u>Description</u>	
Asset Replacement	Increased Revenue	\$ 64,000
COPS Program	Annual Growth Award Increase	\$ 41,159
CDBG	Increased Award Amount	\$ 6,921
Public Safety Sp Revenue	CSA 17 Contract Revenue	\$ 10,000
SEA	Increased revenue - interest	\$ 13,700
OPEB Trust	Increased revenue - interest	\$ 90,000
	Total Revenue Adjustments	\$ 225,780

<u>Expenditure Adjustments</u>		
Asset Replacement	Asset replacement expenditures	\$ 94,092
COPS Program	Updated Award Amount	\$ 41,159
CDBG	Updated Award Amount	\$ 6,921
Junior Guards	Increased personnel costs	\$ 28,000
Public Safety Sp Revenue	Match CSA 17 Contract Amount	\$ 10,000
Misc CIP	Council Chamber Upgrades	\$ 50,000
SEA	Bank charges & transfers	\$ 69,498
OPEB Trust	Estimated account fees	\$ 11,000
	Total Expenditure Adjustments	\$ 310,670

	Total Other Funds	\$ (84,890)
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